

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Monday, December 19, 2005
6:30 P.M.
Placentia History Room

The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.

The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

To accomplish this goal the Library will:

- 📖 Provide a qualified staff to acquire, organize, and maintain a collection of print and non-print materials in an easily accessible facility and assist the public with its use.
- 📖 Provide literacy outreach and services to the community.
- 📖 Provide a special collection to document and preserve Placentia's History and Authors.
- 📖 Present programs and provide technology access to everyone in order to promote reading and lifelong learning.
- 📖 Promote the Library's vision through consistent messages to the public.

AGENDA DESCRIPTIONS: The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.

REPORTS AND DOCUMENTATION: Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 203.

1. Roll Call

Administrative Assistant

AS.
G.W.
B.E.
J.T.
1PM
~~Ward (absent)~~
Ward in @ 1:01 p.m.

2. Adoption of Agenda

M1 - BE
M2 - R.D.

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

Presentation: Library Director
Recommendation: Adopt by Motion

3. Minutes of the November 28, 2005 Regular Meeting and the December 7, 2005 Work Session.

M1 - 2
M2 - 3

Presentation: Library Director
Recommendation: Approve by Motion

AM
few
was
absent

4. Oral Communications

At this time, in accordance with California Government Code Section 54954.3, members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board.

In accordance with Library Board Policy adopted on April 13, 1992, presentations by the public are limited to 5 minutes per person.

In accordance with California Government Code Section 54954.3, members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board.

Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized by Government Code Section 54954.2(b).

REPORTS

5. Board President Report

the year banquet

The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports

John
Chamberlain

The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Friends of Placentia Library Board of Directors Report (Carol Fizzard)

No friends present

8. Placentia Library Foundation Board of Directors Report (Trustee DeVecchio)

Met
Investment
Committee
Reviews
in Nov 05

Sat Jan 14
Sobal
Planning
Jan 12 Feb 14

request that Jan Lady
don Feb metg
to do
Filter
Station

CLAIMS (Items 9 – 12)

mt - JT.
m2 - B.E.

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 – 12 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

9. Nonstandard Claims in excess of \$300. (Approve)

No Nonstandard Claims were processed during this report period.

10. Claims forwarded by the Library Director. (Approve)

Claims 4817 by Minter/Turner; 4818 by Minter/Turner; 4819 by Minter/Escobosa; and 4820 by Minter/Wood for a total of \$12,831.31.

11. Current Claims and Payroll. (Approve)

Current Claims 4813, 4814, 4815 and 4816 for a total Current Claims of \$72,022.95 and Payrolls #12 (12/7/05) for \$38,789.65 and #13 (12/21/05) for \$38,789.65 for a total for Payrolls of \$77,579.30, for a combined total of Current Claims and Payrolls of \$149,602.25.

12. FY2005-2006 Cash Flow Analysis through December 19, 2005 and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 13 - 18)

mt - G.W.
m2 - R.P.

Presentation: Library Director
Recommendation: Approve by Motion

Items 13 – 18 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

13. Financial Reports for November 2005 (Receive & File)
14. Office General Ledger & Check Registers for November 2005 (Receive & File)
15. Acquisitions Report for November 2005 (Receive & File)
16. Entrepreneurial Activities Report for October 2005 (Receive & File)
17. Collection Agency Report for November 2005 (Receive & File)
18. Gifts Report for November 2005 (Receive & File)



GENERAL CONSENT CALENDAR (Items 19 – 30c)

MM - R.D.
MB - G.W.

Presentation: Library Director
Recommendation: Approve by Motion

Items 19 – 30c may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

19. Building Maintenance Report for November 2005. (Receive & File)
20. Personnel Report for November 2005. (Receive, File, and Ratify Appointments)
21. Volunteer Report for November 2005. (Receive & File)
22. Circulation Report for November 2005. (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
24. No Legislative Alerts have been received from the California Special Districts Association nor the California Library Association since the last Library Board Meeting. (Receive & File)
25. Status Report on Partnerships with Community Organizations. (Receive & File)
26. Status Report on Active Grant Applications. (Receive & File)
27. Poet Laureate Report. (Receive & File)
28. Agenda for Orange County Council of Governments Board of Directors Meeting for December 6, 2005. There were no minutes issued this month. (Receive & File)
29. First Quarterly Report to the State Library of California for the Library Services & Construction Act Grant (LSTA) 40-6426 entitled Placentia Achieves School Success at The Homeless Intervention Shelter House (P.A.S.S. at H.I.S. House). (Receive & File)
30. Letter from the California Special Districts Association dated November 15, 2005 describing the benefits of membership and a list of the Major Accomplishments of the Association in 2005. (Receive & File)
- 30a. Mandated Cost Claims Receipt for Fiscal Year 2004-2005 as prepared by Shields Consulting Group and submitted to the State Controller's Office on December 13, 2005. (Receive & File)
- 30b. Application by Placentia Library Literacy Services to the Public Library Association for a Highsmith Award for 2005. The application was prepared by Public Services Manager Jim Roberts and Literacy Librarian Toby Silberfarb. (Receive & File)
- 30c. Report on the reduction by the State Library of California of the Matching Grant portion of the California Library Literacy Services funding to Placentia Library District and the revised Grant Budget as submitted to the State Library on December 13, 2005. (Receive & File)

MM

CONTINUING BUSINESS

- 31. Legislative Issues and a Review of the Status of the State Budget and State Library Budget.

Presentation: Library Director
Recommendation: Action to be determined by the Library Board of Trustees.

not actually reported
Res session begins soon

- 32. Reclassification of the Administrative Assistant position to Administrative Services Manager, revision of the Exempt Employee job descriptions, establishment of a pay scale for the Administrative Services Manager position and elimination of the Administrative Assistant position.

Presentation: Library Director
Recommendation: Final adoption of the revised job description statements for Manager of Public Services and Manager of Technical Services; and

Adopt as a first reading the job description for Administrative Services Manager as revised December 19, 2005; and
Adopt as a first reading the revised job description for Library Director as presented in the CPS Report on November 28, 2005; and

Revise the Placentia Library District Salary Scale for Fiscal Year 2005-2006, Effective July 1, 2005, for Exempt Employees to include a ten step scale beginning at \$22.29 per hour for a new classification of Administrative Services Manager (BA) and add Administrative Manager (MA) to the existing scale for Public Services Manager and Technical Services Manager; and

Eliminate the position of Administrative Assistant from the Placentia Library District Policy Manual, the Salary Scale for Exempt Employees and the Personnel Allocation Chart effective December 19, 2005; and

Adopt the revised "Personnel Allocation Chart for Fiscal Year 2005-2006"; and

Adopt the revised "Organizational Chart for Fiscal Year 2005-2006"; and
Determine whether to instruct the Library Director to prepare a "Salary Policy" for the District Policy Manual; and

Other action to be determined by the Library Board of Trustees.

Break @ 2:15pm
MONDAY @ 2:25pm
- Robert not present

22/147

M1 - P.D.
M2 - B.E.
M1 - G.W.
M2 - J.T.
M1 - P.D.
M2 - G.W.
M1 - P.D. @ Lib II
M2 - J.T.
M2 - GW annex to
M2 - BE
1 AS - Yes
P.W. - No
M1 - GW
M2 - J.T.
M1 - GW
M2 - BE
M2 - GW

- 33. Status report on the Website project with the Friends of Placentia Library.

Presentation: Library Director
Recommendation: Action to be determined by the Library Board of Trustees

Report asked the board for input (ideas) for the website

Jan 25 @ Work session
provide send notice post

NEW BUSINESS

34. Election of Board Officers:

Incumbents are indicated in parentheses.

President (Shkoler)

Secretary (Wood)

Presentation: Library Director

Recommendation: Elect a Library Board President and a Library Board Secretary for 2006

Handwritten notes: NOMS - 1/18/06, M2 G.W. nominated, M1 @ President, J.T., closed B.E. G.W.

35. Appointment of Library Board Representatives for 2006 by the Board President:

Incumbents are indicated in parentheses.

Two Representatives to the Placentia Library Foundation Board of Directors (DeVecchio & Vacant)

Representative to the Independent Special Districts of Orange County (Escobosa)

Representative to Special District Local Area Formation Commission (LAFCO) Selection Committee (Escobosa)

Two Representatives to the Placentia Civic Center Authority Commission (Shkoler & Wood)

Representative to the Orange County Council of Governments (Turner)

Presentation: Library Board President

Recommendation: Appoint Library Board Representatives

36. Selection of Date and Time for Regular Board Meetings for 2006: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2006.

Presentation: Library Board President

Recommendation: Determine the regular meeting date and time for 2006; and

Read Resolution 05-09 by Title only A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustee Regular Meeting Dates for Calendar Year 2006.; and

Adopt Resolution 05-09.

Handwritten notes: B.E. G.W. (roll call)

37. Date for the March 2006 Regular Library Board Meeting.

Presentation: Library Director

Recommendation: Set the Regular meeting for the month of March for Monday, March 20, 2006 at 6:30 P.M.

Handwritten note: Feb 21, 2005

Handwritten note: 28, 20, 2006

STAFF REPORTS (Items 38 – 47)

ML
MP
GW.
J.T

Items 38 – 47 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the Staff Reports Item is adopted. Items removed must then each have a separate motion.

- 38. Library Director's Report (Minter)
- 39. Program Committee Report for November 2005 (Roberts)
- 40. Children's Services Report for November 2005 (Gurkweitz)
- 41. Placentia Library Literacy Services Report for November 2005 (Roberts)
- 42. Reference and Adult Services Report for November 2005 (Strazdas)
- 43. History Room Report for November 2005 (Bell)
- 44. Placentia Library Web Site Report for November 2005 (~~Roberts~~)
- 45. Technology Report for November 2005 (~~Napier~~)
- 46. Publicity Materials Produced in November 2005. (~~Milluzzi~~) *Handling*
- 47. Safety Committee Minutes for November 2005 (~~Matas~~)

Handling
Matas
Roberts

ADJOURNMENT

- 48. Agenda Preparation for the January Regular Meeting, which will be held on Monday, January 16, 2006 at 6:30 P.M.
- 49. Review of Action Items.

No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

- 50. Adjourn

*****CERTIFICATION OF POSTING*****

I, Wendy Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the December 19, 2005 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, December 15, 2005.

Wendy Goodson

10/10/10

11

12/12/12

13/13/13

14/14/14

15/15/15

16/16/16

PLACENTIA LIBRARY BOARD CALENDAR

December 2005 - November 2006

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December

- 2 6:30 PM -8:30 PM Foundation Donor Reception, Placentia Library
- 5 7:00 PM Friends Board Meeting, DeVecchio
- 7 10:00 AM Library Board Worksession on Reorganization
- 15 7:15 AM Chamber of Commerce Citizen of the Year Breakfast
- 19 6:30 PM Library Board Meeting
- 5:00 PM Library Board Worksession for Strategic Planning
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District

January

- 2 7:00 PM Friends Board Meeting, Wood
- 12 5:30 PM Chamber Mixer
- 7:00 PM Foundation Board Meeting
- 13 Orange County Leadership Symposium, UCLA Conference Center, Lake Arrowhead through Jan 15
- 16 6:30 PM Library Board Meeting
- 20 ALA Midwinter Meeting, San Antonio, through Jan 25

February

- 26 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 27 CLA Legislative Day in the District
- 3 CLA Legislative Day in the District
- 6 7:00 PM Friends Board Meeting, Turner
- 9 5:30 PM Chamber Mixer
- 20 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

March

- 4 9:30 AM Friends of Placentia Library Author's Luncheon, ALL TRUSTEES
- 6 7:00 PM Friends Board Meeting, Shkoler
- 9 5:30 PM Chamber Mixer
- 20 6:30 PM Library Board Meeting

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March

- 20 Public Library Association Biennial Conference, Boston, through Mar 25
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District
7:15 AM Placentia Chamber of Commerce Breakfast
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

April

- 2 National Library Week, through Apr 8
- 3 7:00 PM Friends Board Meeting, Escobosa
- 13 5:30 PM Chamber of Commerce Mixer at Placentia Library

16 Easter, Library Closed, not staff holiday

17 6:30 PM Library Board Meeting

26 CLA Legislative Day, Sacramento

27 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

May

- 1 7:00 PM Friends Board Meeting, DeVecchio
- 11 5:30 PM Chamber Mixer
- 15 6:30 PM Library Board Meeting
- 17 State Library's Public Library Directors Forum, San Diego through May 19

25 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

28 Library Closed for Monday Holiday/Not Staff Holiday

29 Library Closed for Memorial Day/Staff Holiday

June

- 5 7:00 PM Friends Board Meeting, Wood
- 8 5:30 PM Chamber Mixer
- 19 6:30 PM Library Board Meeting
- 22 ALA Conference, New Orleans, through June 28

9:00 AM Orange County Council of Governments, OC Sanitation District

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June

- 22 7:15 AM Placentia Chamber of Commerce Breakfast
- 29 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

July

- 4 Library Closed for Independence Day/Staff Holiday
- 17 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

August

- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 31 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

September

- 3 Library Closed for Monday Holiday/Not Staff Holiday
- 4 7:00 PM Friends Board Meeting, Turner
- Library Closed for Labor Day/Staff Holiday
- 14 5:30 PM Chamber Mixer
- 18 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

October

- 2 7:00 PM Friends Board Meeting, Shkoler
- 12 5:30 PM Chamber Mixer
- 14 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 16 6:30 PM Library Board Meeting
- 26 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

November

- 6 7:00 PM Friends Board Meeting, Escobosa
- 9 5:30 PM Chamber Mixer

Jun 2006

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Nov 2006

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PLACENTIA LIBRARY BOARD CALENDAR

December 2005 - November 2006

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Jan 2006

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Feb 2006

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Mar 2006

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Apr 2006

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May 2006

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28	29	30	31			

November

- 11 Library Closed for Veterans Day/Staff Holiday
- 20 6:30 PM Library Board Meeting
- 23 Library Closed for Thanksgiving/Staff Holiday
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

Jun 2006

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25	26	27	28	29	30	

Jul 2006

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Aug 2006

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27	28	29	30	31		

Sep 2006

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Oct 2006

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Nov 2006

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**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 28, 2005**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on November 18, 2005, at 6:30 P.M.

ROLL CALL **Members Present:** President Al Shkoler, Secretary Gaeten Wood, Trustees, Betty Escobosa, Richard DeVecchio and Jean Turner; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Technology Manager Vernon Napier, Administrative Assistant Wendy Goodson and Friends Board Member Eleanore Rankin.

ADOPTION OF AGENDA It was moved by Secretary Wood, and seconded by Trustee DeVecchio to adopt the Agenda as printed.

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

MINUTES It was moved by Trustee Escobosa and seconded by Secretary Wood to approve the Minutes of the October 17, 2005 Regular Meeting and October 17, 2005 Work Session as printed.

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

ORAL COMMUNICATIONS No members of the public addressed the Board.

TRUSTEE REPORTS President Shkoler reported that he attended the Municipal Service Review (MSR) for the Placentia Library on November 9, 2005 with Library Director Minter.

Trustee Escobosa made the observation that the last Foundation newsletter did not have the Library Board of Trustees listed.

FRIENDS Friends' President Eleanore Rankin reminded the Board of the upcoming Donor Reception on December 2, 2005 and the next book sale the second Sunday of the month.

FOUNDATION Trustee DeVecchio reported that the Foundation Board of Directors are looking for more Directors and any interested persons to come forward.

CLAIMS

It was moved by Secretary Wood and seconded by Trustee DeVecchio to approve Agenda Items 9 through 12.

Claims 4805, 4806, 4807, 4808, 4809, 4810, 4811, and 4812 for a total of \$51,126.14.

Current Claims 4813, 4814, 4815 and 4816 for a total of Current Claims for the Fiscal Year 2005-2006 of \$72,022.95 and Payroll #12 (12/7/05) for \$38,789.65 and #13 (12/21/05) for \$38,789.65 for a total of \$149,602.25.

FY2005-2006 Cash Flow Analysis through November 28, 2005 and recommendation that no funds be transferred at this time. (Receive & File).

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

FINANCIAL REPORTS

It was moved by Trustee DeVecchio, and seconded by Trustee Escobosa to receive and file Agenda Items 13 through 18.

Financial Reports for October 2005

Office General Ledger & Check Registers for October 2005

Acquisitions Report for October 2005

Entrepreneurial Report for October 2005

Collection Agency Report for October 2005

Gifts Report for October 2005

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

CPS HUMAN RESOURCE SERVICES RECLASSIFICATION PRESENTATION

Marcel Turner from CPS Human Resource Services reviewed the Placentia Library District Wage and Classification Study for Exempt Employees. Mr. Turner discussed the analysis and recommendations. The Board of Trustees will conduct a work session on December 7, 2005 at 10:00 A.M. to further discuss the analysis and recommendations.

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee DeVecchio and seconded by Secretary Wood to receive and file Agenda Items 19-33.

Building Maintenance Report for October 2005

Personnel Report for October 2005

Volunteer Report for October 2005

Circulation Report for October 2005

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association (none were received from the California Library Association)

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Agenda for the Orange County Council of Governments Regular Meeting of the Board of Directors for October 27, 2005 and the Minutes of the September 22, and October 4, 2005 meeting.

Memo from Steve Shields, Shields Consulting Group, Sacramento, reporting the current status on the claims fees for the State of California mandated cost reimbursement program that Shields manages for Placentia Library District. From the initiation of the contract with Shields in October 2002 through January 2005 Shields processed \$45,358 in claims on behalf of the District with \$8,000 being paid by the State to the District in the current fiscal year and a balance of \$37,358 remaining. The fees charged by Shields were \$4,535.80 (10%) of which \$1,636.10 have been paid and \$1,031.80 is currently payable. The balance to Shields will be due when the remaining funds are received by the District from the State.

Status Report on the Audit Process with Moreland & Associates and a copy of the Annual Special District Financial Report to the State Auditor as completed and filed by Moreland & Associates. (Receive & File)

Proposal to the California State Library for a Library Services and Technology Act (LSTA) grant for Fiscal Year 2006-07 to fund a project entitled "Topaz/Tuffree Homework Club". (Receive & File and Approve Grant Proposal)

Submission of the Annual Certification to Receive Funds from the Public Library Fund for Fiscal Year 2005-06. (Receive & File)

Letter from the Orange County Emergency Management Organization announcing training and information programs for elected officials. (Receive & File)

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio receive and file Agenda Item 34.

Orange County Local Area Formation Commission (LAFCO) Municipal Service Review documents for Buena Park Library District and Placentia Library District presented at the LAFCO Meeting on November 9, 2005. Placentia Library District's Municipal Service Review and Sphere of Influence were both adopted by LAFCO.

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio receive and file Agenda Item 34a.

Status report on the development of the new web site for Placentia Library District. This project is being funded by the Friends of Placentia Library .

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

**LEGISLATIVE
ISSUES**

Nothing to report at this time.

STAFF REPORTS

It was moved by Secretary Wood and seconded by Trustee Escobosa to approve agenda items 39-48:

Library Director's Report for October 2005

Program Committee Report for October 2005.

Children's Services Report for October 2005.

Placentia Library Literacy Services Report for October 2005.

Reference and Adult Services Report for October 2005.

History Room Report for October 2005.

Placentia Library Web Site Report for October 2005.

Technology Report for October 2005.

Publicity Materials produced for October 2005.

Safety Committee Minutes for October 2005.

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

PREPARATION

Agenda Preparation for the November Regular Meeting will be held on Monday, November 28, 2005 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for November 28, 2005 adjourned at 7:55 P.M.

**DECEMBER
MEETING**

The December Regular Library Board Meeting will be held on Monday, Dec 19, 2005 at 6:30 P.M. in the Library History Room.

Gaeten Wood
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees



**MINUTES
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES WORK SESSION
December 7, 2005**

ROLL CALL

Members Present: President Al Shkoler, Secretary Gaeten Wood, Trustees, Betty Escobosa, Richard DeVecchio and Jean Turner; and Library Director Elizabeth Minter, Jim Roberts and Wendy Goodson.

**ADOPTION OF
AGENDA**

It was moved by Secretary Wood, and seconded by Trustee Escobosa to adopt the Agenda as printed.

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

DISCUSSION

It was moved by Trustee Escobosa and seconded by Trustee Turner to adopt as a first reading the revised job description statement for the Manager of Technical Services as printed:

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Secretary Wood and seconded by Trustee Turner to adopt as a first reading the revised job description statement for the Manager of Public Services as printed:

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

As requested by the Board of Trustees, the Library Director will revise title of the Office/Business Manager position to Manager of Administrative Services and change the Human Resources terminology used in the position descriptions to reflect general public terminology.

**AGENDA
PREPARATION**

Agenda Preparation for the December Board of Trustees Meeting will be held on Monday, December 19, 2005 at 6:30 P.M.

ADJOURNMENT

The Work Session for the Placentia Library District for November 28, 2005 adjourned at 6:10 P.M.

**DECEMBER
MEETING**

The December Regular Library Board Meeting will be held on Monday, Dec 19, 2005 at 6:30 P.M. in the Library History Room.

Gaeten Wood
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees





FRIENDS OF PLACENTIA LIBRARY
Board of Directors Meeting
December 5, 2005

President, Eleanor Rankin called the meeting to order at 7 PM. The following Directors were present- Eleanor Rankin, Barbara Hemmerling Ted Farkas, Pat Irot, Margo Thum, Nadine Blansett, Lynda Baker and Carol Fizzard. Ginny Sanatar and Brenda Benner were absent. Elizabeth Minter represented the staff.

Secretary: Barbara Hemmerling read the minutes of the November 7, 2005 meeting. They were approved as corrected. President Rankin reported for **Financial Secretary**, Ginny Sanatar: receipts of \$1520.80 for October and \$1627.05 for November. The November total included \$30.40 from a special children's booksale. **Treasurer:** Camille Himes reported a balance of \$12,625.30. Pat Irot made a motion we ratify expenses to OmniGraphics for our membership mailings, a total of \$1117.37. Barbara Hemmerling seconded this motion. It was approved. Pat Irot made a motion we ratify the second and final payment of \$450 for the Polar Express bus trip. Lynda Baker seconded this. The motion passed. Pat Irot made a motion we approve the sum of \$174.56 to Cookieleicious for refreshments on the Polar Express bus trip. Margo Thum seconded this. The motion was approved.

President's Report 1) Eleanor Rankin attended the November Trustees meeting. She reported on our activities. Carol Fizzard will attend the December meeting Monday December 19 at 6:30. 2) The Foundation Donor reception was a fine event. Eight of our Friends board attended. 3) Virginia Walker's health is improving. She will attend our January meeting. 4) Author's Brunch: The committee, Ginny Sanatar, Nadine Blansett, Barbara Hemmerling, met with the banquet manager at Alta Vista. The room arrangement and menu were decided. There is to be a mystery theme. It was suggested that Ben Bowman and his grandson be invited to provide music. Lee Castner will be asked to be our soundman. We will plan toward lunch being served at 11:15 with the speaker at 12:30. 5) The Annual Meeting will be Monday April 3. Pat Blake, a local author, will be the speaker,

Committee Reports: Bookstore/Publicity -Pat Irot. We have so many books and our storage is limited. However, this keeps our bookstore and bookshelves full. Pat continues to place appropriate news items in our local media. Membership: Ted Farkas provided the directors with information showing the Comparison of Community Library Friends Organizations. This comparison detailed fee structures as well as categories. The membership committee, Ted Farkas, Pat Irot, Eleanor Rankin, Laranne Remling and Carol Fizzard will meet in January to consider changes in our fees and categories. The membership renewal envelopes should be arriving in the mail this week. Silent Auction: Nadine Blansett reported \$57 earned in November.

Sunday Book Sale: A sign up sheet for January, February, March was circulated. December workers are Barbara Hemmerling, Nadine Blansett, and Carol Spence. Page 2 of 2

Elizabeth Minter: 1) The North Pole Express trip will be a fine community event. They hope to sell more tickets at the City Christmas Tree Lighting. 2) Vernon is directing the development of our Web site. The Friends will be asked for input in their area. 3) Elizabeth asked for approval of the Lettered Sign for the Book Store. Carol Fizzard made a motion we allot \$348.00 for a Book Store sign to be placed over the bookshelves on the east wall. Camille Himes seconded this. The motion carried. 4) Jim Roberts and Toby Silverfarb are working on the purchase and distribution of the Books 2005.

Next meeting will be Monday January 9, 2006 at 7 PM

Barbara Hemmerling, Secretary

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
December 19, 2005

TYPE	REPORT NUMBER	AMOUNT
None		
	TOTAL	

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT
 Summary of Claims Forwarded by the Library Director & Trustees
 December 19, 2005

	DATE	CLAIM NUMBER	AMOUNT	SIGNATURE/S
LIBRARY DIRECTOR	December 1, 2005	4817	2,869.04	Director/Turner
	December 1, 2005	4818	2,356.75	Director/Turner
	December 6, 2005	4819	5,483.17	Director/Escobosa
	December 6, 2005	4820	2,122.35	Director/Wood
TOTAL BY LIBRARY DIRECTOR			\$ 12,831.31	
TOTAL			<u><u>\$ 12,831.31</u></u>	

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/01/05
REPORT NO 4817

Agenda Item 10
Page 2 of 5

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

Paid 12/07/05

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01074 The Gas Company PO Box C Monterey Park, CA 91756	11-21-05/0539118009		2800	00		1,243.04		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	Dec 05/120996030001		0300	00		240.60		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	11-25-05/6938		1900	00		45.00		
N03659F (note name change) Golden State Water Company 500 Cameron St Placentia, CA 92870	11-22-05/312083-9		2800	00		331.54		
N03833B Brodart Automation A Division of Brodart Co. P.O. Box 3488 Williamsport, PA 17705	11-18-0/634897		1800	00		71.36		
N03997H Home Depot Credit Services Dept 32-2503078994 P.O. Box 6031 The Lakes, NV 88901-6031	11-17-05/X8994		1800	00		29.00		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	11-23-05/99976		1800	00		197.76		
N06686G Office Depot Credit Plan Dept. 56 - 6183976509 P.O. Box 689020 Des Moines, IA 50368-9020	11-21-05/X6509		1800	00		60.39		
N09141 Dick's Lock & Safe 3486 E Orangethorpe Ave Anaheim CA 92806	11-23-05/92727		1800	00		430.01		
N09220A James A. Roberts c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Travel Reimb Sep-Nov 05		2700	01		97.49		
N20042 (note name change) Assurant Employee Benefits P.O. Box 806644-1 Kansas City, MO 64180-6644	Dec 05/4027912-1		0300	00		122.85		

The claims listed above (totaling \$2,869.04) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

[Signature]
APPROVED BY

[Signature]
COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

PAID 12/07/05

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						AMOUNT	A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	Doc Number		SC	
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	Music Time & Story Time Nov 05		1900	00			585.00	"2"	
	Story Time II Oct 05		1900	00			-135.00	"2"	
							720.00		
N27562 RMC Facilities Services, Inc. PO Box 2135 Yorba Linda, CA 92885-1335	11-9-05/25378		1000	00			50.61		
N29833 Thomson Gale PO Box 95501 Chicago IL 60694-5501	11-1-05/14310284		2400	01			28.40		
N30347 Pcorp Associates 18340 Yorba Linda Blvd Ste 107 - PMB 108 Yorba Linda, CA 92886	11-6-05/1173		1300	01			540.00		
N30664 CPS Human Resources Services 241 Lathrop Way Sacramento CA 95815	11-11-05/INV302149		1900	00			1,017.74		

The claims listed above (totaling \$2,356.75) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

[Signature]
APPROVED BY

[Signature]
COUNTERSIGNED BY

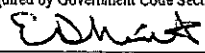
ATTESTED AND/OR COUNTERSIGNED BY

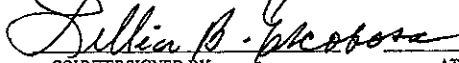
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	Dec 05-110976		1800	00		32.00		
N03738C Pitney Bowes Purchase Power PO Box 856042 Louisville, KY 40285-8460	11-25-05/X8869		1803	00		77.06		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	11-4-05/T4397156		0700	08		49.72		
	714-524-8408		0700	01		342.40		
	11-2-05/T4392578		0700	01		392.12		
714-223-1698								
N03912 California Special Districts Association 1112 I Street Suite 200 Sacramento, CA 95814	2006 Dues		1600	00		1,663.00		
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	12-1-05/Dec EAP		1900	00		35.00		
N06671 MD Medical Clinics 1300 N. Kraemer Blvd. P.O. Box 66012 Anaheim, CA 92816	11-30-05/00297		1900	00		92.50		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	11-25-05/315639012		1800	00		25.74		
	11-25-05/315639017		1800	00		64.63		
	11-25-05/315581084		1800	00		64.63		
						155.00		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	12-6-05/331709		1400	00		1,450.00		
N06819C American Library Association Membership/Customer Service 50 E. Huron St. Chicago, IL 60611	Membership Silberfarb		1600	08		150.00		
N14805 Foto-Hall 601 North Placentia Ave Fullerton CA 92831	12-5-05/213177		1800	00		301.59		
N15205 JanWay 11 Academy Road Cogan Station PA 17728-9300	11-30-05/233578		1800	00		1,134.90		

The claims listed above (totaling \$5,483.17) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

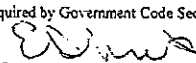

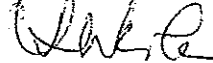
ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	Doc Number	SC	
			Rev/ BS Acct	Objt/ Rev					
N18816 I.M.P.A.C. Government Services P.O. Box 8350 Fargo, ND 58125-8350	11-22-05/X9240		1800	00		549.39			
			1900	00		6.95			
			2400	04		108.20			
			2700	00		435.00			
			2700	01		738.50			
			4000	00		268.30			
						2,106.34			
N29845 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Travel Reimb 11-19-05to12-3-05		2700	01		16.01			

The claims listed above (totaling \$2,122.35) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

 APPROVED BY
 COUNTERSIGNED BY
 ATTESTED AND/OR COUNTERSIGNED BY

PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
December 19, 2005

TYPE	REPORT NUMBER	AMOUNT
Regular	4821	11,550.15
	4822	5,637.20
	4823	1,586.11
	4824	13,255.97
Subtotal for Regular		32,029.43
	1/4/2006	66,838.45 *
	1/18/2006	38,789.65
Subtotal for Payroll		105,628.10
TOTAL CURRENT CLAIMS & PAYROLL		137,657.53

*Includes regular payroll of \$38,789.65 and FWS YTD reimbursement of \$28,048.80

Prepared by: Wendy Goodson

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
			BS Acct					
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	12-12-05/57167		0700	01		7.20		
			1400	00		1,549.67		
			2800	00		2,597.26		
						4,154.13		
N03643A Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900	11-18-05/2667392		2400	05		361.18		
	11-30-05/2699739		2400	05		7.49		
						368.67		
N03680 Elizabeth D. Minter (Peltly Cash) Placentia Library District Peltly Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Cash Checks Reimbursement		1800	00		686.89		
			1800	08		101.01		
			1803	00		9.80		
			2700	01		56.47		
			4000	00		313.49		
						1,167.66		
N03828F Baker & Taylor Books 1205 Paysphere Circle Chicago, IL 60674	12-2-05/4005151649		2400	01		17.96		
	12-2-05/4005151650		2400	01		22.70		
	12-2-05/4005151651		2400	01		58.04		
	12-2-05/4005151652		2400	01		218.65		
	12-2-05/4005157068		2400	01		31.16		
	12-2-05/4005157069		2400	01		146.84		
	12-2-05/4005157070		2400	01		43.57		
	12-3-05/4005140875		2400	01		939.11		
	12-3-05/4005152430		2400	01		19.18		
	12-3-05/4005152431		2400	01		1,744.80		
	12-3-05/4005167920		2400	01		18.56		
	12-3-05/4005167921		2400	01		83.13		
	12-3-05/4005167922		2400	01		49.15		
	12-3-05/4005167923		2400	01		116.20		
	12-3-05/4005167924		2400	01		183.63		
	12-7-05/4005206441		2400	01		78.03		
	12-7-05/4005206440		2400	01		61.62		
	12-7-05/4005206439		2400	01		144.98		
	12-7-05/4005206438		2400	01		18.59		
	12-7-05/4005206437		2400	01		18.56		
	12-7-05/4005196974		2400	01		135.31		
	12-7-05/4005196973		2400	01		18.20		
	12-7-05/4005196972		2400	01		118.40		
	12-7-05/4005196971		2400	01		41.55		
	12-7-05/4005196970		2400	01		88.58		
	12-7-05/4005189957		2400	01		87.86		
	12-7-05/4005189956		2400	01		178.62		
	12-7-05/4005189955		2400	01		50.51		
	12-7-05/4005189954		2400	01		308.29		
	12-7-05/4005189953		2400	01		75.92		
	12-7-05/4005189952		2400	01		63.14		
	12-7-05/4005189951		2400	01		63.02		
12-7-05/4005189950		2400	01		83.72			
12-7-05/4005189949		2400	01		20.12			
12-7-05/4005185480		2400	01		13.25			
12-7-05/4005185479		2400	01		268.24			
12-4-05/4005185478		2400	01		30.58			
12-7-05/4005185477		2400	01		141.22			
12-7-05/4005185476		2400	01		18.56			
12-7-05/4005185475		2400	01		40.14			
						5,859.69		

The claims listed above (totaling \$11,550.15) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Obj/ Rev/	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
			BS Acct						
N03842A	11-29-05/98032514		2400	01		21.40			
Ingram Library Services	11-29-05/98032513		2400	01		30.26			
P.O. Box 502779	11-29-05/98032512		2400	01		22.07			
St. Louis, MO 63150-2779	12-1-05/98082384		2400	01		12.09			
	12-1-05/98082383		2400	01		19.13			
	12-1-05/98082382		2400	01		18.51			
	12-6-05/98227273		2400	01		6.71			
	12-5-05/98155500		2400	01		440.74			
	12-4-05/98135578		2400	01		91.07			
	12-2-05/98121279		2400	01		9.59			
	11-21-05/97833583		2400	01		35.86			
	11-21-05/97833585		2400	01		37.07			
	11-22-05/97854084		2400	01		16.95			
	11-22-05/97854083		2400	01		59.75			
	11-22-05/97854082		2400	01		17.29			
						838.49			
N03752P	11-7-05/T4411347		0700	01		277.36			
SBC/MCI	335-253-2062								
Dept. LA 21461									
Pasadena, CA 91185-1461									
N03833B	11-23-05/A38290		0700	05		215.50			
Brodart Automation									
A Division of Brodart Co.									
P.O. Box 3488									
Williamsport, PA 17705									
N03912	12-9-05/0014503-IN		1600	00		2,607.00			
California Special Districts Association									
1112 I Street Suite 200									
Sacramento, CA 95814									
N06686I	12-2-05/315991287		1800	00		161.42			
Office Depot									
PO Box 70025									
Los Angeles CA 90074-0025									
N06788A	12-1-05/06PLC24		1400	00		240.00			
PRO 911 Systems									
PO Box 4282									
Laguna Beach, CA 92652									
N06808I	11-23-05/32021628		1803	00		400.00			
Postage by Phone									
(Pitney Bowes)									
Reserve Account									
P.O. Box 856056									
Louisville, KY 40285-6056									
N06819B	11-29-05/08885069		2400	01		72.00			
American Library Association									
P.O. Box 932501									
Atlanta, GA 31193-2501									
N06902	11-15-05/4321167		2400	08		825.43			
New Readers Press									
P.O. Box 35888									
Syracuse, NY 13235-6888									

The claims listed above (totaling \$5,637.20) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

5,637.20

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/19/05
REPORT NO 4823

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N06965 Paychex PO Box 4482 Carol Stream IL 60197-4482	12-1-05/20051201		1900	00		107.81		
N09111B EBSCO Publishing P.O. Box 562 Ipswich, MA 01938	11-9-05/0274373		2400	04		44.85		
N15072 Estella Wnek c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Travel Reimb Sep 05-Nov 05		2700	01		5.92		
N15508 Cosmoslink Internet Services 3030 Saturn St., Ste. 200 Brea, CA 92821	12-7-05/200512-34		1900	00		15.00		
N16557 Sprint PO Box 4181 Carol Stream IL 60197-4181	12-6-05/594682625-017		0700	00		64.23		
			0700	08		64.23		
						128.46		
N16779 LiteracyPro Systems, Inc. 1881 Ninth Street Suite 201 Boulder CO 80302	12-2-05/KP022806		1900	08		431.92		
N19847A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	12-1-05/151332		1900	00		89.50		
N22288 Midwest Tape PO Box 820 Holland OH 43528	12-6-05/1160399		2400	02		59.99		
	11-15-05/1150770		2400	02		27.99		
	11-15-05/1150771		2400	02		22.99		
	11-22-05/1154876		2400	02		16.99		
	11-22-05/1154877		2400	02		24.99		
						152.95		
N22558 Nancy L. Mory 1138 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	11-18-05/Spanish Lit		1900	01		143.36	"2"	
	12-2-05/Spanish Lit		1900	01		215.04	"2"	
						358.40		
N25348 Ana Maria Garcia 1962 W. La Palma Ave Anaheim, CA 92801 SSN 608-40-2381	11-18-05/Spanish Lit		1900	01		100.52	"2"	
	12-2-05/Spanish Lit		1900	01		150.78	"2"	
						251.30		

The claims listed above (totaling \$1,586.11) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,586.11

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Objt/	Sub	Rept	AMOUNT	Doc	SC	
			Rev/	Objt/					Rev
N25798A BWI (Book Wholesalers, Inc.) PO Box 91691 Chicago, IL 60693	11-30-05/2300607		2400	01		54.28			
	11-30-05/2300606		2400	01		77.79			
	12-01-05/2306064		2400	01		69.14			
	11-14-05/2281978		2400	01		45.65			
	11-14-05/2281979		2400	01		24.48			
	11-14-05/2281977		2400	01		104.86			
	11-18-05/2286084		2400	01		23.85			
	11-18-05/2286085		2400	01		59.42			
	11-21-05/2295959		2400	01		154.00			
	11-21-05/2295958		2400	01		10.31			
	11-21-05/2295960		2400	01		24.28			
						648.06			
	N27044 Mary Strazdas c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Travel Reimb 9-13-05 to 12-7-05		2700	01		118.83		
N27838 BBC Audiobooks America PO Box 414190 Boston MA 02241-4190	11-18-05/221941		2400	05		41.92			
N28040 Yesenia Gomez c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	Travel Reimb 11-10-05 to 11-30-05		2700	01		35.68			
N28150 Blue Cross of California File 54630 Los Angeles, CA 90054-0630	Jan 06		0300	00		10,972.90			
N29833 Thomson Gale PO Box 95501 Chicago IL 60694-5501	12-2-05/14364642		2400	01		56.80			
N29842 Toby Silberfarb c/o Placentia Library 411 E. Chapman Avenue Placentia CA 92870	Travel Reimb 12-5-05 to 12-8-05		2700	01		71.78			
N29843 E.A.R Tel Teleconsulting 1316 Mauretania St Wilmington CA 90744	12-7-05/11923		4000	00		220.00			
N30025 Random House Dept 0919 PO Box 120001 Dallas TX 75312-0919	12-5-05/1080798098		2400	05		140.80			
	12-2-05/1080791323		2400	05		74.00			
	11-16-05/1080714054		2400	05		52.40			
	11-23-05/1080744421		2400	05		78.80			
	12-2-05/1080768224		2400	05		74.00			
					420.00				
N30465 SDR Consulting PO Box 580 Placentia CA 92871 22-3863301	12-9-05/Lib Brochure		1900	00		400.00			
N30586 HomeIN Magazine 19713 Yorba Linda Blvd Ste 135 Yorba Linda CA 92886	12-6-05/1455		1900	00		270.00			

The claims listed above (totaling \$13,255.97) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



County of Orange
ELECTRONIC FUNDS TRANSFER
A/P PAYMENT REQUEST AND TRANSMITTAL

Email to: **Treasurer-Tax Collector** cashmgmt@ttc.ocgov.com or Fax to: **834-2912**

Please Pay \$ 66,838.45 on 1 | 4 | 06

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121042882
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #14

Description:

Department / Agency

Contact: Elizabeth D. Minter, Library Director
Name and Title
714-528-1925 714-528-8236
Phone Number FAX Number

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT
 CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP CD
707	707			0100	00						62,151.09	
707	707			200	00						4,687.36	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	66,838.45
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDSTROM, Auditor-Controller				
CLAIMANT	DATE	AUTHORIZED SIGNER	DATE	DEPUTY	DATE							

PLEASE DO NOT WRITE BELOW THIS LINE - FOR INTERNAL USE ONLY	
Auditor-Controller Approvals: Claims & Disbursing: Over Limit: _____ \$100,000 (1) \$500,000 (2) \$1,000,000 (3) Claims & Disbursing Manager: _____ Check Writing: _____ General Ledger Approvals: Cash & Expense Budget: _____ Date _____ wrec _____	Transaction Reference Automated Clearing House (CH): _____ Wire Transfer (WT): _____ Automated Clearing House (IC): _____ MW Transaction #: _____ Treasurer-Tax Collector Information Released By / Ref # _____



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Cash Flow Analysis
DATE: December 19, 2005

BACKGROUND:

The Cash Flow Analysis for the General Fund for Fiscal Year 2005-2006 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2005-2006 is Attachment B.

I am recommending that no funds be transferred at this time.

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2005-2006 through December 19, 2005.



Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/05		Beginning Balance			837,101.17
06/15/05		Payroll #1 to wire Jul 6, 2005		38,789.65	798,311.52
06/15/05		Payroll #2 to wire Jul 20, 2005		38,789.65	759,521.87
06/23/05	4763	General by Library Director		17,273.63	742,248.24
06/23/05	4764	General by Library Director		14,800.99	727,447.25
07/02/05	4765	General by Library Director		2,664.61	724,782.64
07/09/05	4766	General by Library Director		3,332.72	721,449.92
07/09/05	4767	General by Library Director		908.95	720,540.97
07/11/05		Adjustment for FY2004-05, Claim 4749		16,745.00	703,795.97
07/14/05	4768	General by Library Director		19,790.44	684,005.53
07/14/05		6230-01: Prior Secured #8	16,231.99	40.58	700,196.94
07/14/05		6280-01: Supplemental paid 1984	1.66		700,198.60
07/14/05		6280-01: Supplemental paid 1985+	15,666.44		715,865.04
07/14/05		6300: Delinquent supplemental	1,417.30		717,282.34
07/14/05		6300: Delinquent supplemental penalties	327.44		717,609.78
07/18/05	4769	General by 3 Trustee signatures		6,791.36	710,818.42
07/18/05	4770	General by 3 Trustee signatures		4,356.11	706,462.31
07/18/05	4771	General by 3 Trustee signatures		3,370.23	703,092.08
07/18/05	4772	General by 3 Trustee signatures		4,371.76	698,720.32
07/18/05		Payroll #3 to wire Aug 3, 2005		38,789.65	659,930.67
08/16/03	4783	General by 3 Trustee signatures		1,027.90	658,902.77
07/18/05		Payroll #4 to wire Aug 17, 2005		38,789.65	620,113.12
07/18/05		Payroll #5 to wire Aug 31, 2005		38,789.65	581,323.47
07/18/05		6230-04: Teeter apportionment	15,295.19		596,618.66
07/20/05		6610: OC Interest Administrative Fee, June		90.01	596,528.65
07/21/05		6610-00: Interest Bank of the West	9.52		596,538.17
07/21/05		7670-00: Library Fines & Fees	5,529.17		602,067.34
07/21/05		7670:01: Library Passport Revenue	16,317.06		618,384.40
07/21/05		6610: OC Interest Administrative Fee, June		(90.01)	618,474.41
07/21/05	4773	General by Library Director (single signature)		1,307.01	617,167.40
07/21/05	4774	General by Library Director (single signature)		1,961.07	615,206.33
07/28/05	4775	General by Wood (single signature)		2,139.11	613,067.22
07/28/05	4776	General by Wood (single signature)		4,915.50	608,151.72
08/04/05		OCA refused to correct adjustment for FY2004-05, Claim 4729	16,745.00		624,896.72
08/04/05	4777	General by DeVecchio (single signature)		1,603.59	623,293.13
08/04/05	4778	General by Library Director & DeVecchio		5,276.46	618,016.67
08/04/05	4779	General by DeVecchio (single signature)		4,643.87	613,372.80
08/10/05		6300: Supplemental #1	2,397.64		615,770.44
08/15/05	4780	General by 3 Trustee signatures		18,667.81	597,102.63
08/15/05	4781	General by 3 Trustee signatures		4,763.48	592,339.15
08/15/05	4782	General by 3 Trustee signatures		1,869.28	590,469.87
08/15/05		Payroll #6 to wire Sep 14, 2005		38,789.65	551,680.22
08/15/05		Payroll #7 to wire Sep 28, 2006		38,789.65	512,890.57
08/16/05		6610: Orange County Investment Pool interest, Jul	2,221.76	78.45	515,033.88
08/18/05	4784	General by Library Director & DeVecchio		1,529.34	513,504.54
08/18/05	4785	General by Library Director & DeVecchio		2,039.04	511,465.50
08/18/05		6610-00: Bank of the West interest	9.09		511,474.59

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
08/18/05		7670-00: Library Revenue, Aug	3,265.41		514,740.00
08/18/05		7670-01: Library Passport Revenue, Aug	7,868.97		522,608.97
08/25/05	4786	General by Library Director & DeVecchio		2,435.55	520,173.42
08/25/05	4787	General by Library Director & DeVecchio		6,226.56	513,946.86
09/01/05	4788	General by Library Director & Escobosa		2,256.88	511,689.98
09/01/05	4789	General by Library Director & Escobosa		9,929.71	501,760.27
09/08/05	4790	General by Library Director & Shkoler		3,896.71	497,863.56
09/08/05	4791	General by Library Director & Shkoler		15,614.74	482,248.82
09/19/05	4792	General by 3 Trustee signatures		19,718.54	462,530.28
09/19/05	4793	General by 3 Trustee signatures		2,754.55	459,775.73
09/19/05	4794	General by 3 Trustee signatures		4,141.45	455,634.28
09/19/05	4795	General by 3 Trustee signatures		1,613.71	454,020.57
09/19/05	4796	General by 3 Trustee signatures		1,506.17	452,514.40
09/19/05		Payroll #8 to wire Oct.12, 2006		38,789.65	413,724.75
09/19/05		Payroll #9 to wire Oct 26, 2006		38,789.65	374,935.10
09/22/05	4797	General by Library Director & Turner		1,870.00	373,065.10
09/22/05		6220: Unsecured	54,632.83	136.58	427,561.35
09/22/05		6280: Supplemental #2	9,954.14		437,515.49
09/26/05		6610-00: Bank of the West interest	8.36		437,523.85
09/26/05		7670-00: Library Revenue, Sep	4,339.26		441,863.11
09/26/05		7670-01: Library Passport Revenue, Sep	7,441.65		449,304.76
09/26/05		6970-00: State Library Interlibrary Loan	5,729.17		455,033.93
09/26/05		6970-02: State Library CA Literacy Campaign	30,000.00		485,033.93
09/26/05		6970-05: State Library Project Grants, Staff Education	21,885.00		506,918.93
09/27/05		6610: Orange County Investment Pool interest, Aug	1,987.40	67.92	508,838.41
10/06/05	4798	General by Library Director & Escobosa		6,407.63	502,430.78
10/06/05	4799	General by Library Director & Escobosa & Shkoler		5,574.99	496,855.79
10/06/05	4800	General by Library Director & Shkoler		11,293.81	485,561.98
10/12/05		6280: Supplemental #3	4,050.18		489,612.16
10/17/05	4801	General by 3 Trustee signatures		18,361.32	471,250.84
10/17/05	4802	General by 3 Trustee signatures		3,073.23	468,177.61
10/17/05	4803	General by 3 Trustee signatures		17,178.84	450,998.77
10/17/05	4804	General by 3 Trustee signatures		2,802.50	448,196.27
10/17/05		Payroll #10 to wire Nov 9, 2006		38,789.65	409,406.62
10/17/05		Payroll #11 to wire Oct 26, 2006		38,789.65	370,616.97
10/19/05		6610: Orange County Investment Pool interest, Sep	1,684.33	55.79	372,245.51
10/24/05	4805	General by Library Director & DeVecchio		8,120.33	364,125.18
10/24/05	4806	General by Library Director & DeVecchio		5,113.15	359,012.03
10/24/05		6610-00: Bank of the West interest	27.67		359,039.70
10/24/05		6970-03: State Library Family Literacy	8,514.00		367,553.70
10/24/05		6970-06: State Mandated Claims Reimbursement	8,000.00		375,553.70
10/24/05		7670-00: Library Revenue, Oct	14,859.91		390,413.61
10/24/05		7670-01: Library Passport Revenue, Oct	16,631.59		407,045.20
11/01/05	4807	General by 3 Trustee signatures		2,911.63	404,133.57
11/01/05	4808	General by Library Director & Turner		1,646.79	402,486.78
11/10/05	4809	General by Library Director & Escobosa		8,312.11	394,174.67
11/10/05	4810	General by Library Director & Escobosa		6,654.80	387,519.87

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/10/05	4811	General by Library Director & Escobosa		15,588.81	371,931.06
11/16/05		6280: Supplemental #4	2,320.19		374,251.25
11/17/05	4812	General by Library Director & pending		2,778.52	371,472.73
11/21/05		6610: Orange County Investment Pool interest, Oct	1,826.50	58.16	373,241.07
11/22/05		6210: Secured #1	147,213.34	368.03	520,086.38
11/28/05	4813	General by 3 Trustee signatures		9,459.00	510,627.38
11/28/05	4814	General by 3 Trustee signatures		44,633.44	465,993.94
11/28/05	4815	General by 3 Trustee signatures		15,138.70	450,855.24
11/28/05	4816	General by 3 Trustee signatures		2,791.81	448,063.43
11/28/05		Payroll #12 to wire Dec 7, 2006		38,789.65	409,273.78
11/28/05		Payroll #13 to wire Dec 21, 2006		38,789.65	370,484.13
12/01/05	4817	General by Library Director & Turner		2,869.04	367,615.09
12/01/05	4818	General by Library Director & Turner		2,356.75	365,258.34
12/06/05	4819	General by Library Director & Escobosa		5,483.17	359,775.17
12/06/05	4820	General by Library Director & Wood		2,122.35	357,652.82
12/19/05	4821	General by 3 Trustee signatures		11,550.15	346,102.67
12/19/05	4822	General by 3 Trustee signatures		5,637.20	340,465.47
12/19/05	4823	General by 3 Trustee signatures		1,586.11	338,879.36
12/19/05	4824	General by 3 Trustee signatures		13,255.97	325,623.39
12/19/05		Payroll #14 to wire Jan 4, 2006		66,838.45	258,784.94
12/19/05		Payroll #15 to wire Jan 18, 2006		38,789.65	219,995.29
					219,995.29



Home > Property Tax Accounting

Property Tax Accounting

[Apportionment Schedule Letter]

**Property Tax Apportionments
Fiscal Year 2005-2006**

APPORTIONMENT	APPORT. DATE	AVAIL. DATE	COLLECTIONS	PERCENTAGE
Pr Yr Sec & Penalties Non Teeter 1	8/10/2005	8/11/2005	July	
Supplemental 1	8/10/2005	8/11/2005	Collections for July	
Pr Yr Sec & Penalties Non Teeter 2	9/14/2005	9/15/2005	August	
Unsecured 1	9/22/2005	9/23/2005	Collections at 08-31-2005	80% - 85%
Supplemental 2	9/22/2005	9/23/2005	Collections for August	
Pr Yr Sec & Penalties Non Teeter 3	10/12/2005	10/13/2005	September	
Supplemental 3	10/12/2005	10/13/2005	Collections for September	
Pr Yr Sec & Penalties Non Teeter 4	11/16/2005	11/17/2005	October	
Supplemental 4	11/16/2005	11/17/2005	Collections for October	
Secured # 1	11/22/2005	11/23/2005	Collections at 11-10-2005	7% - 10%
H/O Propert Tax Relief 1	12/8/2005	12/9/2005		15%
Secured # 2	12/8/2005	12/9/2005	Collections at 12-02-2005	14% - 20%
Pr Yr Sec & Penalties Non Teeter 5	12/14/2005	12/15/2005	November	
Secured # 3	12/20/2005	12/21/2005	Collections at 12-09-2005	20% - 25%
Supplemental 5	12/20/2005	12/21/2005	Collections for November	
ERAF 1 - Non-Schools	1/3/2006	1/4/2006	For Non-schools	\$182 million + growth
Sales & Use Tax Compensation 1	1/5/2006	1/6/2006	Cities and County only	50%
Sales Tax In-Lieu of VLF/VLF Swap 1	1/5/2006	1/6/2006	Cities and County only	50%
H/O Property Tax Relief 2	1/10/2006	1/11/2006		35%
Pr Yr Sec & Penalties Non Teeter 6	1/11/2006	1/12/2006	December	
Secured # 4	1/19/2006	1/20/2006	Collections at 01-13-2006	3% - 7%
Unsecured 2	1/19/2006	1/20/2006	Collections at 12-31-2005	5% -8%
Supplemental 6	1/19/2006	1/20/2006	Collections for December	
State-Assessed Public Utility 1	1/26/2006	1/27/2006	1 st Installment Collections	49% - 50%
Pr Yr Sec & Penalties Non Teeter 7	2/15/2006	2/16/2006	January	
Supplemental 7	2/15/2006	2/16/2006	Collections for January	
Pr Yr Sec & Penalties Non Teeter 8	3/15/2006	3/16/2006	February	
Secured # 5	3/20/2006	3/21/2006	Collections at 03-10-	5% - 7%

			2006	
Supplemental 8	3/20/2006	3/21/2006	Collections for February	
Pr Yr Sec & Penalties Non Teeter 9	4/12/2006	4/13/2006	March	
Secured # 6	4/20/2006	4/21/2006	Collections at 04-7-2006	15% - 20%
Supplemental 9	4/20/2006	4/21/2006	Collections for March	
ERAF 2- Schools	4/25/2006	4/26/2006	For Schools	\$102 million + growth
ERAF 3- Non-Schools	5/1/2006	5/2/2006	For Non-schools	\$182 million + growth
Sales & Use Tax Compensation 2	5/4/2006	5/5/2006	Cities and County only	50%
Sales Tax In-Lieu of VLF/VLF Swap 2	5/4/2006	5/5/2006	Cities and County only	50%
Pr Yr Sec & Penalties Non Teeter 10	5/10/2006	5/11/2006	April	
H/O Property Tax Relief 3	5/10/2006	5/11/2006		35%
Secured # 7	5/18/2006	5/19/2006	Collections at 05-12-2006	10% - 15%
Supplemental 10	5/18/2006	5/19/2006	Collections for April	
State-Assessed Public Utility 2	5/25/2006	5/26/2006	2 nd Installment Collections	49% - 50%
ERAF 4 - Schools	5/25/2006	5/26/2006	For Schools	RDA tax shift, \$21.6 million
H/O Property Tax Relief 4	6/8/2006	6/9/2006		15%
ERAF 5 - Schools	6/8/2006	6/9/2006	For Schools	\$52 million + growth
Pr Yr Sec & Penalties Non Teeter 11	6/14/2006	6/15/2006	May	
Unsecured Final	6/20/2006	6/21/2006	Collections at 05-31-2006	2%- 5%
Supplemental 11	6/20/2006	6/21/2006	Collections for May	
Delq. PY Unsecured	6/20/2006	6/21/2006	06-01-05 through 05-31-06 Collections	
ERAF 6 - Schools	6/29/2006	6/30/2006	For Schools	Balance in Fund
Secured - Final	7/13/2006	7/14/2006	Final Collections at Year-end	1% - 2%
Pr Yr Sec & Penalties Non Teeter 12	7/13/2006	7/14/2006	June	
Supplemental 12	7/13/2006	7/14/2006	Collections for June	
Delq. PY Suppl. Taxes & Penalties:	7/13/2006	7/14/2006	07-01-05 through 06-30-06 Collections	
Teeter Plan	7/18/2006	7/19/2006	Actual Final Delinquencies	1% - 3%

[Apportionment Schedule Letter]

b

Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 November 28, 2005

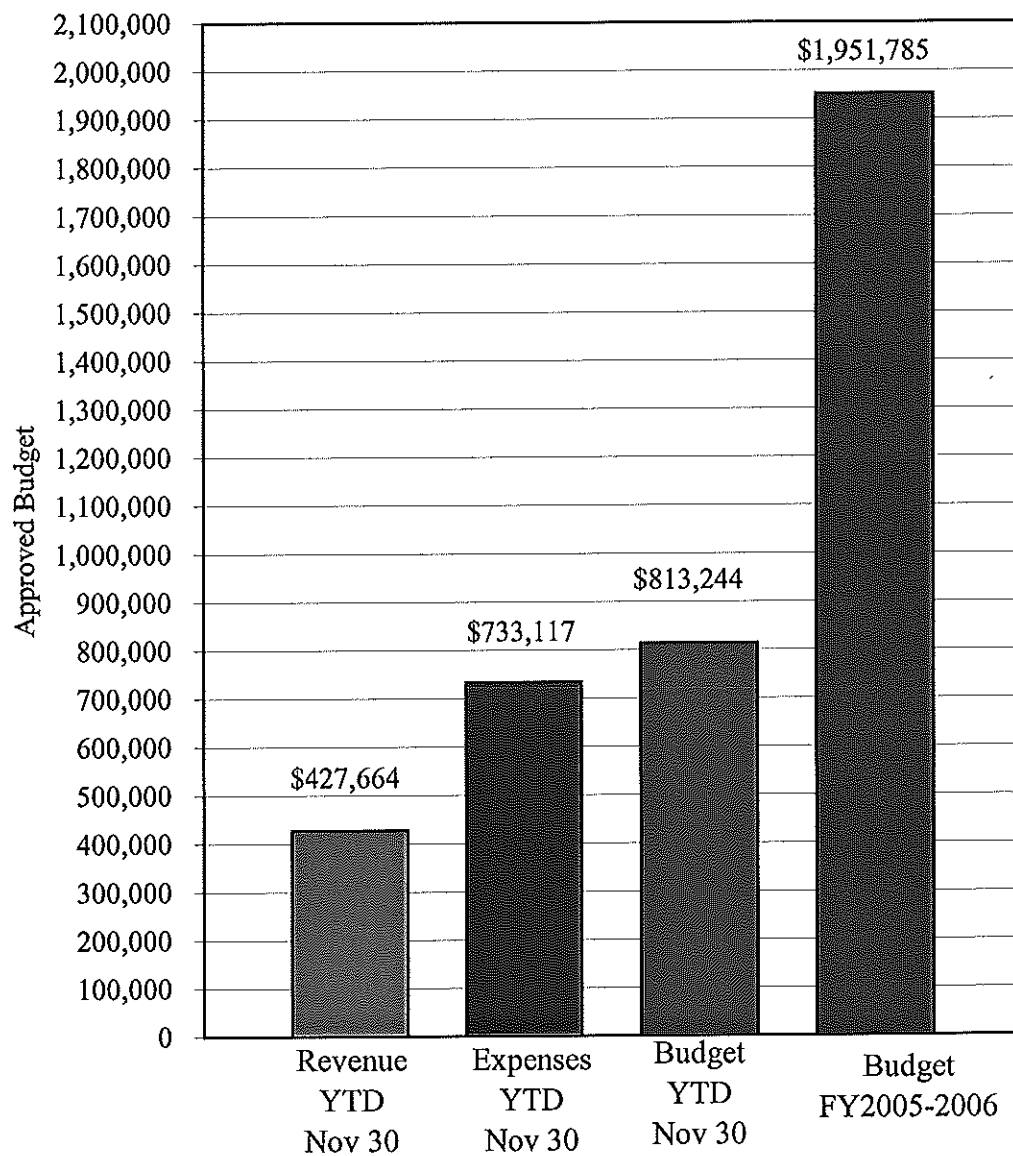
Fiscal Year 2005-2006							
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87
07/31/05	122,741.64	10,382.49	165,592.69	760,016.26	10,131.05	1,068,864.13	308,847.87
08/31/05	123,044.94	10,408.15	166,001.88	601,465.37	10,156.09	911,076.43	309,611.06
09/30/05	123,366.14	10,435.32	166,435.23	629,662.56	10,182.61	940,081.86	310,419.30
10/31/05	123,699.64	10,463.53	166,885.16	511,382.72	10,210.14	822,641.19	311,258.47
11/30/05	124,033.15	10,491.74	167,335.11	534,616.78	10,237.67	846,714.45	312,097.67
12/31/05						0.00	0.00
01/31/06						0.00	0.00
02/28/06						0.00	0.00
03/31/06						0.00	0.00
04/30/06						0.00	0.00
05/31/06						0.00	0.00
06/30/06						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fiscal Year 2004-2005							
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
06/30/04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97
07/31/04	120,332.88	10,178.76	162,343.02	657,770.13	9,932.25	960,557.04	302,786.91
08/31/04	120,450.85	10,188.74	162,502.17	531,470.57	9,941.98	834,554.31	303,083.74
09/30/04	120,739.55	10,213.16	162,891.67	459,788.59	9,965.81	763,598.78	303,810.19
10/31/04	120,896.28	10,226.42	163,103.11	447,074.31	9,978.75	751,278.87	304,204.56
11/30/04	120,883.45	10,225.33	163,085.79	474,439.99	9,977.69	778,612.25	304,172.26
12/31/04	121,058.44	10,240.13	163,321.88	760,018.61	9,992.13	1,064,631.19	304,612.58
01/31/05	121,244.85	10,255.90	163,573.36	741,355.45	10,007.52	1,046,437.08	305,081.63
02/28/05	121,456.53	10,273.81	163,858.93	700,519.23	10,024.99	1,006,133.49	305,614.26
03/31/05	121,679.20	10,292.64	164,159.33	664,264.14	10,043.37	970,438.68	306,174.54
04/30/05	121,930.13	10,313.85	164,159.33	907,923.87	10,064.08	1,214,391.26	306,467.39
05/31/05	122,177.95	10,334.81	164,832.20	1,011,076.12	10,084.54	1,318,505.62	307,429.50
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PLACENTIA LIBRARY DISTRICT

Fiscal Year 2005 - 2006

General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 2005	FY2004-2005 NOV 2004	FY2005-2006 % EXP BUD
6210-00	Prop. Taxes - current secured	1,333,163.00	147,213.34	149,143.22	147,213.34	135,653.23	11.04%
6210-01	Public Utility	22,500.00	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	12,500.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	1,368,163.00	147,213.34	149,143.22	147,213.34	135,653.23	10.76%
6220	PROP. TAXES - CURRENT UNSECURED	61,000.00	54,632.83	53,829.90	0.00	0.00	89.56%
6230-00	Prop. Taxes - Prior Secured	13,000.00	16,231.99	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	0.00	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0.00	15,295.19	12,766.29	0.00	0.00	
6230-10	Release of impounds	0.00	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	13,000.00	31,527.18	12,766.29	0.00	0.00	242.52%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	750.00	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	4,000.00	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	58,000.00	34,390.25	21,743.57	2,320.19	2,779.54	59.29%
6280-01	Final supplemental for prior years	0.00	0.00	3,269.35	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	58,000.00	34,390.25	25,012.92	2,320.19	2,779.54	59.29%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,400.00	1,744.74	2,035.01	0.00	0.00	124.62%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	1,506,313.00	269,508.34	242,787.34	149,533.53	138,432.77	17.89%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 2005	FY2004-2005 NOV 2004	FY2005-2006 % EXP BUD
6610-00	Interest	10,000.00	7,774.63	3,154.98	1,826.50	756.03	77.75%
6610-01/02	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	10,000.00	7,774.63	3,154.98	1,826.50	756.03	77.75%
6690	STATE - HOMEOWNER PROP TAX RELIEF	17,000.00	0.00	0.00	0.00	0.00	0.00%
6970-00	State - ILL & Direct Loan Reimbursement	14,000.00	11,258.34	5,214.15	0.00	0.00	80.42%
6970-01	State - CA Foundation Funds	21,402.00	16,317.06	0.00	0.00	0.00	
6970-02	State - CA Literacy Campaign	58,000.00	30,000.00	30,000.00	0.00	0.00	51.72%
6970-03	State - Family Literacy	0.00	8,514.00	0.00	0.00	0.00	
6970-04	State - ELLI (English Language Intensive) Grant	0.00	0.00	0.00	0.00	0.00	
6970-05	State - Project Grants	70,000.00	21,885.00	8,520.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	70.00	8,000.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	163,472.00	95,974.40	43,734.15	0.00	0.00	58.71%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	30,000.00	22,464.58	9,609.36	0.00	0.00	74.88%
7670-01	Local Revenue -- Passport	210,000.00	31,942.21	51,315.42	0.00	0.00	15.21%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	15,000.00	0.00	2,000.00	0.00	0.00	
	TOTAL LOCAL REVENUE	255,000.00	54,406.79	62,924.78	0.00	0.00	21.34%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	0.00	0.00	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,951,785.00	427,664.16	352,601.25	151,360.03	139,188.80	21.91%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 05	FY2004-2005 NOV 04	FY2005-2006 % EXP BUD
0100	Salaries & Wages	927,954	392,508.25	315,572.21	72,073.38	58,547.46	42.30%
0200	Retirement (Social Security & Pension Contribution)	126,197	30,282.56	25,025.00	5,505.92	4,478.88	24.00%
	Health & Life Insurance/Blue Shield CA	111,128	43,961.42	21,680.00	9,351.24	(480.00)	39.56%
	Long Term Disability/Hartford	4,780	1,753.39	1,129.94	590.62	303.19	36.68%
	Life Insurance/Fortis & Protective Life/Assurant	2,721	636.84	226.80	122.85	0.00	23.40%
	Vision Service Plan/VSP	2,501	1,202.12	1,237.31	240.60	416.00	48.07%
	Dental/Ameritas	8,006	5,035.80	2,590.00	1,775.30	0.00	62.90%
0300	Total Employee Insurance	129,136	52,589.57	26,864.05	12,080.61	239.19	40.72%
0310	Unemployment Insurance	-	409.00	3,772.00	192.00	3,414.00	
0350	Workers Compensation - General	11,000	2,690.00	5,461.00	0.00	3,142.00	24.45%
	TOTAL SALARIES & EMPLOYEE BENEFITS	1,194,287	478,479.38	376,694.26	89,851.91	69,821.53	40.06%
0700-00	Communications - Telephone	3,000	1,173.00	1,070.57	650.83	14.45	39.10%
0700-01	Communications - Modem/Fax	8,400	2,952.69	2,974.33	448.40	342.53	35.15%
0700-02	Communications - Internet/Database	-	0.00	0.00	0.00	0.00	
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700	1,293.00	1,077.50	215.50	431.00	47.89%
0700-07	Communications - ELLI Grant	-	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,400	534.52	480.32	113.62	45.79	38.18%
	Total Communications	15,500	5,953.21	5,602.72	1,428.35	833.77	38.41%
0900-00	Food - General Fund	600	97.63	415.04	0.00	152.80	16.27%
0900-07	Food - ELLI Grant	-	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	500	13.04	30.17	0.00	0.00	2.61%
0090-09	Food - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Food	1,100	110.67	445.21	0.00	152.80	10.06%
1000-00	Household Expense	5,000	7,063.32	2,373.01	467.44	141.50	141.27%
1100-00	Insurance - Liability	12,000	12,281.93	11,001.77	0.00	0.00	102.35%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 05	FY2004-2005 NOV 04	FY2005-2006 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	5,000	1,299.00	1,358.00	315.50	0.00	25.98%
1300-01	Maintenance of Equipment - General Fund (Computer)	25,000	12,000.00	6,500.00	6,000.00	0.00	48.00%
1300-07	Maintenance of Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500	0.00	0.00	0.00	0.00	0.00%
1300-09	Maintenance of Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	30,500	13,299.00	7,858.00	6,315.50	0.00	43.60%
	HVAC	7,500	3,569.01	1,597.05	1,427.91	353.91	47.59%
	Carpet Cleaning	2,750	0.00	2,200.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	27,500	8,726.52	8,168.43	1,613.00	2,045.00	31.73%
	Plumbing	3,000	1,804.87	988.59	0.00	195.00	60.16%
	Electrical	4,000	0.00	1,004.73	0.00	0.00	0.00%
	Cleaning Service	16,000	6,500.00	4,800.00	1,300.00	0.00	40.63%
	Locksmith	1,000	76.50	60.89	0.00	0.00	7.65%
	Other (Includes Fire Alarm & Extinguishers)	5,000	1,026.14	1,416.35	0.00	0.00	20.52%
1400-00	Total Maintenance of Building & Grounds	66,750	21,703.04	20,236.04	4,340.91	2,593.91	32.51%
1600-00	Memberships - General Fund	3,750	235.00	700.00	0.00	660.00	6.27%
1600-07	Memberships - ELLI Grant	-	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	1,000	0.00	550.00	0.00	435.00	0.00%
1600-09	Memberships - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Memberships	4,750	235.00	1,250.00	0.00	1,095.00	4.95%
1700-00	Miscellaneous Expense - General Fund	7,740	0.00	0.00	0.00	0.00	0.00%
1700-07	Miscellaneous Expense - ELLI Grant	-	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	22,953	0.00	0.00	0.00	0.00	0.00%
1700-09	Miscellaneous Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	30,693	0.00	0.00	0.00	0.00	0.00%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 05	FY2004-2005 NOV 04	FY2005-2006 % EXP BUD
1800-00	Library Supplies	15,000	12,332.92	9,803.01	638.87	0.00	82.22%
	Printing	13,000	5,453.32	5,168.42	1,819.78	1,397.49	41.95%
	EZ Copy - copy cards for sale to patrons	-	0.00	0.00	0.00	0.00	
	Publications	1,100	680.27	82.79	301.27	0.00	61.84%
	Paper	700	423.55	278.85	68.03	0.00	60.51%
	Drinking Water Service	350	122.00	147.50	30.50	29.50	34.86%
	Other Office Supplies	15,000	13,890.55	6,469.79	3,085.64	187.10	92.60%
	Total Office Supply Expense - General Fund	45,150	32,902.61	21,950.36	5,944.09	1,614.09	72.87%
1800-07	ELLI Grant Supply Expense	-	0.00	0.00	0.00	0.00	
1800-08	Printing	2,000	2,138.49	1,712.25	1,804.92	0.00	106.92%
	Publications	2,500	0.00	0.00	0.00	0.00	0.00%
	Paper	-	0.00	0.00	0.00	0.00	
	Other Office Supplies	1,000	1,708.22	824.17	0.00	662.98	170.82%
	Total Adult Literacy Office Supply Expense	5,500	3,846.71	2,536.42	1,804.92	662.98	69.94%
1800-09	Supply Expense Families for Literacy	2,000	0.00	0.00	0.00	0.00	0.00%
	Total Office Expense	52,650	36,749.32	24,486.78	7,749.01	2,277.07	69.80%
1803-00	Postage Expense - General Fund	6,000	2,817.79	2,044.30	1,015.98	494.30	46.96%
1803-01	Postage Expense - LSCA II Grant	-	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	0.00	9.30	0.00	9.30	0.00%
1803-09	Postage Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Postage Expense	6,100	2,817.79	2,053.60	1,015.98	503.60	46.19%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
 (Prepared from the Orange County Auditor's Report)
 December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 05	FY2004-2005 NOV 04	FY2005-2006 % EXP BUD
	Care Resources (Employee Assistance)	420	175.00	175.00	35.00	35.00	41.67%
	Pension Contribution & Operating Expenses	7,000	4,695.05	4,303.55	0.00	1,303.43	67.07%
	Anaheim Consortium Automated Library System	35,000	645.96	646.06	0.00	0.00	1.85%
	Library Board Consultants & Legal	5,000	6,824.80	3,449.95	2,024.80	0.00	136.50%
	Clipping Service	600	180.00	168.00	45.00	42.00	30.00%
	Interest Allocation & Tax Collection Charges by Orange County	9,800	1,000.00	1,033.72	0.00	0.00	10.20%
	Advertising (Including WEB Site)	2,500	1,540.00	959.70	365.00	0.00	61.60%
	Medical Exams	1,500	1,288.00	973.50	92.50	85.50	85.87%
	Collection Services - Accounts Receivable	2,800	528.05	766.54	277.45	0.00	18.86%
	Audit & Accounting Services	10,000	2,671.00	5,026.00	1,671.00	0.00	26.71%
	Payroll Preparation	4,000	2,175.01	1,139.69	560.62	0.00	54.38%
	Election Expenses	-	0.00	0.00	0.00	0.00	
	Staff Training in Library	3,500	0.00	0.00	0.00	0.00	0.00%
	Other (Includes Contract Storyteller)	14,500	24,230.92	9,106.69	1,159.83	0.00	167.11%
1900-00	Total Specialized Services - General Fund	96,620	45,953.79	27,748.40	6,231.20	1,465.93	47.56%
1900-01	Specialized Services - Spanish Literacy	3,000	0.00	0.00	0.00	0.00	0.00%
1900-07	Specialized Services - ELLI Grant	-	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	9,000	6,003.58	1,041.48	2,853.58	0.00	66.71%
1900-09	Specialized Services - Families for Literacy	-	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	15,000	504.61	473.70	368.03	339.13	3.36%
	Total Specialized Services	123,620	52,461.98	29,263.58	9,452.81	1,805.06	42.44%
1912-00	Investment Administrative fees for Orange County	700	300.90	246.28	58.16	51.77	42.99%
2000-00	Legal Notices - General Fund	1,000	0.00	200.25	0.00	0.00	0.00%
2000-01	Legal Notices - LSCA II Grant	-	0.00	0.00	0.00	0.00	
	Total Legal Notices	1,000	0.00	200.25	0.00	0.00	0.00%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 05	FY2004-2005 NOV 04	FY2005-2006 % EXP BUD
2100-00	Rents/Leases-Equipment	700	331.10	364.39	165.01	165.97	47.30%
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000	14,089.60	29,454.37	0.00	0.00	13.42%
2300-00	Small Tools/Instruments	-	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	-	26.47	1,010.45	0.00	0.00	
2400-01	Special Department Expense- Books	184,435	29,451.41	22,131.58	0.00	16,223.70	
2400-02	Special Department Expense - Video	-	1,123.31	4,115.36	0.00	1,243.04	
2400-03	Special Department Expense - Electronic	-	(15,169.16)	10,069.61	1,190.84	4,188.36	
2400-04	Special Department Expense - Periodicals	-	1,987.60	523.74	56.58	0.00	
2400-05	Special Department Expense - Audio	-	8,321.54	2,309.97	0.00	2,309.97	
2400-07	Special Department Expense - ELLI Grant	-	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	5,138.31	1,752.38	0.00	1,324.18	256.92%
2400-09	Special Department Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Special Department Expense	186,435	30,879.48	41,913.09	1,247.42	25,289.25	16.56%
2600-00	Transportation/Travel - General	-	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	7,500	910.11	75.20	910.11	0.00	12.13%
2700-01	Transportation/Travel - Meetings, Staff Local	4,500	6,631.09	1,444.80	737.53	344.93	147.36%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,500	0.00	165.00	0.00	67.00	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	750	712.00	31.31	0.00	0.00	94.93%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	-	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLI Grant	1,000	0.00	0.00	0.00	0.00	0.00%
2700-08	Transportation/Travel - Meetings - Adult Literacy	-	364.93	473.40	0.00	55.00	
2700-09	Transportation/Travel - Meetings - Families for Literacy	-	0.00	25.00	0.00	0.00	
	Total Transportation/Travel - Meetings	15,250	8,618.13	2,214.71	1,647.64	466.93	56.51%
	Electricity	60,000	25,026.73	20,399.90	3,277.59	5,155.44	41.71%
	Gas	8,500	1,870.48	760.34	629.45	335.91	22.01%
	Water	4,250	2,322.24	1,725.31	336.62	377.58	54.64%
	Total Utilities	72,750	29,219.45	22,885.55	4,243.66	5,868.93	40.16%
	TOTAL SUPPLIES & SERVICES	730,498	236,113.92	201,849.35	38,131.89	41,245.56	32.32%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 19, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 NOV 05	FY2004-2005 NOV 04	FY2005-2006 % EXP BUD
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	7,000	3,829.12	2,916.22	0.00	0.00	54.70%
4000-00	Equipment - General Fund	20,000	10,146.62	5,426.30	0.00	0.00	50.73%
4000-07	Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	-	4,547.76	0.00	0.00	0.00	
4000-09	Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	-	0.00	0.00	0.00	0.00	
	Total Equipment	20,000	14,694.38	5,426.30	0.00	0.00	73.47%
4200-00	Structures/Improvements	-	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	20,000	14,694.38	5,426.30	0.00	0.00	73.47%
5200	PROVISION FOR CONTINGENCIES	-	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	-	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,951,785	733,116.80	586,886.13	127,983.80	111,067.09	37.56%
	Spanish Literacy Summary Object Code line 117 01	3,000	0	0	0	0	0.00%
	ELLI Grant Summary Object Code 07	1,000	0	0	0	0	0.00%
	CLC Summary Object Code 08	42,953	20,449	6,873	4,772	2,532	47.61%
	FFL Grant Summary Object Code 09	2,000	0	25	0	0	0.00%
	TOTAL LITERACY (Excluding Personnel)	46,953	20,448.85	6,898	4,772	2,532	43.55%

Placentia Library District
Balance Sheet
As of November 30, 2005

	<u>Nov 30, 05</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	4,108.12
County Exempt - Savings	9,716.74
General Fund - Checking	7,767.76
General Fund - Savings	3,407.19
Literacy Fund - Savings	11,073.39
Payroll Checking - Wells Fargo	18,712.84
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	21,830.67
Total Payroll Checking (CDs)	<u>43,661.34</u>
Total Checking/Savings	<u>98,447.38</u>
Total Current Assets	<u>98,447.38</u>
TOTAL ASSETS	<u><u>98,447.38</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	41,406.99
Total Capital	68,808.81
Net Income	-11,768.42
Total Equity	<u>98,447.38</u>
TOTAL LIABILITIES & EQUITY	<u><u>98,447.38</u></u>

10:25 AM

12/14/05

Accrual Basis

**Placentia Library District
Profit & Loss by Class
July through November 2005**

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
COE Directors Fund (Friends)	1,000.00	0.00	0.00	0.00	1,000.00
COE Interest	18.95	0.00	0.00	0.00	18.95
COE Life Insur Suptm(EDM)	199.40	0.00	0.00	0.00	199.40
COE Meeting Room Income	2,800.00	0.00	0.00	0.00	2,800.00
COE Passport Chck Reimbursement	24,140.39	0.00	0.00	0.00	24,140.39
COE Staff Appreciation Reimb	500.00	0.00	0.00	0.00	500.00
COE Storytime (Friends)	50.00	0.00	0.00	0.00	50.00
COE Test Proctoring Income	515.00	0.00	0.00	0.00	515.00
GF Bankcard Deposit	0.00	44,156.25	0.00	0.00	44,156.25
GF Cash Register - Audio Visual	0.00	6.00	0.00	0.00	6.00
GF Cash Register - Childrens	0.00	425.60	0.00	0.00	425.60
GF Cash Register - Copy/Debit	0.00	2,100.52	0.00	0.00	2,100.52
GF Cash Register - Fines	0.00	6,691.74	0.00	0.00	6,691.74
GF Cash Register - Lost Items	0.00	1,175.22	0.00	0.00	1,175.22
GF Cash Register - Misc.	0.00	150.95	0.00	0.00	150.95
GF cash register - Passport Pho	0.00	6,043.00	0.00	0.00	6,043.00
GF Cash Register - Reserves	0.00	719.18	0.00	0.00	719.18
GF County Reimbursements	0.00	5,481.92	0.00	0.00	5,481.92
GF Deposit Correction Income	0.00	10.00	0.00	0.00	10.00
GF Fed Work Study Reimbursement	0.00	14,104.71	0.00	0.00	14,104.71
GF Interest	0.00	73.60	0.00	0.00	73.60
GF Miscellaneous Income	0.00	12,260.96	0.00	0.00	12,260.96
GF Notary	0.00	270.00	0.00	0.00	270.00
GF Passport Revenue	0.00	42,803.59	0.00	0.00	42,803.59
GF Special Grants	0.00	10,000.00	0.00	0.00	10,000.00
GF State Library Grants	0.00	60,399.00	0.00	0.00	60,399.00
GF State Library Reimbursements	0.00	5,729.17	0.00	0.00	5,729.17
LIT Interest Inc - Savings	0.00	0.00	27.81	0.00	27.81
PA Wire Transfer from County	0.00	0.00	0.00	426,686.15	426,686.15
PA Wire Transfer from Paychex	0.00	0.00	0.00	600.00	600.00
Total Income	29,223.74	212,601.41	27.81	427,286.15	669,139.11
Expense					
COE Bank fees	42.00	0.00	0.00	0.00	42.00
COE Childn's Summer Rdnng Prgm	1,835.37	0.00	0.00	0.00	1,835.37
COE Friend's Director's Fund	85.51	0.00	0.00	0.00	85.51
COE Meeting Room Maintenance	777.60	0.00	0.00	0.00	777.60
COE Miscellaneous Expense	125.00	0.00	0.00	0.00	125.00
COE Passport Expenses	20,662.00	0.00	0.00	0.00	20,662.00
COE Staff Appreciation	880.00	0.00	0.00	0.00	880.00
COE Transfer to COE Checking	0.00	2,102.90	0.00	0.00	2,102.90
GF Bank Return Check Item/Fees	0.00	84.00	0.00	0.00	84.00
GF Bankcard Service Charge	0.00	1,240.26	0.00	0.00	1,240.26
GF Food	0.00	391.00	0.00	0.00	391.00
GF Household Expenses	0.00	40.02	0.00	0.00	40.02
GF Library Materials (books)	0.00	6.00	0.00	0.00	6.00
GF Literacy	0.00	2,078.21	0.00	0.00	2,078.21
GF Miscellaneous	0.00	7.05	0.00	0.00	7.05
GF Office Expense	0.00	6,096.43	0.00	0.00	6,096.43
GF Postage	0.00	11.95	0.00	0.00	11.95
GF Prof & Spec Services	0.00	332.68	0.00	0.00	332.68
GF Registration/trans/travel	0.00	92.00	0.00	0.00	92.00
GF Transfer to COE	0.00	14,391.94	0.00	0.00	14,391.94
GF Transfer to GF Savings	0.00	11,334.80	0.00	0.00	11,334.80
GF Transfers to County	0.00	192,818.88	0.00	0.00	192,818.88
GF Travel Literacy	0.00	203.66	0.00	0.00	203.66
GF Travel Staff	0.00	1,391.04	0.00	0.00	1,391.04
GF Travel Trustees	0.00	65.00	0.00	0.00	65.00
PA Empi 457 Plan Contribution	0.00	0.00	0.00	20,505.85	20,505.85
PA Employee 125 Co-Pay	0.00	0.00	0.00	3,608.78	3,608.78
PA Employee Life Insurance	0.00	0.00	0.00	219.34	219.34
PA Payroll Taxes	0.00	0.00	0.00	101,676.51	101,676.51
PA Salaries	0.00	0.00	0.00	297,801.75	297,801.75
Total Expense	24,407.48	232,687.82	0.00	423,812.23	680,907.53
Net Income	4,816.26	-20,086.41	27.81	3,473.92	-11,768.42

Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 11/30/2005

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,621.80
Cleared Transactions						
Checks and Payments - 49 items						
Check	10/15/2005	5939	Passport Services	X	-134.00	-134.00
Check	10/15/2005	5940	Passport Services	X	-67.00	-201.00
Check	10/17/2005	5941	Passport Services	X	-134.00	-335.00
Check	10/18/2005	5942	Passport Services	X	-67.00	-402.00
Check	10/19/2005	5943	Passport Services	X	-223.00	-625.00
Check	10/19/2005	5946	Passport Services	X	-67.00	-692.00
Check	10/19/2005	5944	Passport Services	X	-171.00	-863.00
Check	10/19/2005	5945	Passport Services	X	-67.00	-930.00
Check	10/20/2005	5949	Passport Services	X	-67.00	-997.00
Check	10/22/2005	5951	Passport Services	X	-67.00	-1,064.00
Check	10/24/2005	5952	Passport Services	X	-10.00	-1,074.00
Check	10/25/2005	5955	Passport Services	X	-67.00	-1,141.00
Check	10/25/2005	5954	Passport Services	X	-186.00	-1,327.00
Check	10/27/2005	5956	Passport Services	X	-67.00	-1,394.00
Check	10/31/2005	5958	Passport Services	X	-104.00	-1,498.00
Check	10/31/2005	5959	Passport Services	X	-67.00	-1,565.00
Check	10/31/2005	5957	Passport Services	X	-67.00	-1,632.00
Check	11/1/2005	5960	Passport Services	X	-104.00	-1,736.00
Check	11/1/2005	5961	Passport Services	X	-67.00	-1,803.00
Check	11/2/2005	5962	Passport Services	X	-127.00	-1,930.00
Check	11/2/2005	5964	Passport Services	X	-67.00	-1,997.00
Check	11/2/2005	5965	Passport Services	X	-52.00	-2,049.00
Check	11/2/2005	5963	Passport Services	X	-336.00	-2,385.00
Check	11/3/2005	5967	Passport Services	X	-67.00	-2,452.00
Check	11/3/2005	5968	Passport Services	X	-251.30	-2,703.30
Check	11/3/2005	5969	Passport Services	X	-140.65	-2,843.95
Check	11/3/2005	5966	Passport Services	X	-119.00	-2,962.95
Check	11/5/2005	5973	Passport Services	X	-127.00	-3,089.95
Check	11/5/2005	5972	Passport Services	X	-125.65	-3,215.60
Check	11/5/2005	5970	Passport Services	X	-119.00	-3,334.60
Check	11/5/2005	5971	Passport Services	X	-67.00	-3,401.60
Check	11/7/2005	5975	Passport Services	X	-52.00	-3,453.60
Check	11/7/2005	5976	Passport Services	X	-67.00	-3,520.60
Check	11/7/2005	5974	Passport Services	X	-67.00	-3,587.60
Check	11/7/2005		Bank of the West	X	-20.00	-3,607.60
Check	11/8/2005	5978	Passport Services	X	-127.00	-3,734.60
Check	11/8/2005	5980	Passport Services	X	-67.00	-3,801.60
Check	11/14/2005	5983	Wendy G. Goodson	X	-43.63	-3,845.23
Check	11/14/2005	5984	Passport Services	X	-67.00	-3,912.23
Check	11/14/2005	5985	Passport Services	X	-67.00	-3,979.23
Check	11/14/2005	5986	Passport Services	X	-112.00	-4,091.23
Check	11/14/2005	5988	Passport Services	X	-125.65	-4,216.88
Check	11/14/2005	5987	Passport Services	X	-127.00	-4,343.88
Check	11/16/2005	5992	Passport Services	X	-67.00	-4,410.88
Check	11/16/2005	5991	Passport Services	X	-224.00	-4,634.88
Check	11/19/2005	5993	Passport Services	X	-52.00	-4,686.88
Check	11/22/2005	5994	Passport Services	X	-127.00	-4,813.88
Check	11/22/2005	5996	Passport Services	X	-127.00	-4,940.88
Check	11/23/2005	5998	Passport Services	X	-127.00	-5,067.88
Total Checks and Payments					-5,067.88	-5,067.88

**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 11/30/2005**

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 21 items						
Check	8/29/2005	5878	Passport Services	X	0.00	0.00
Deposit	10/29/2005			X	77.00	77.00
Deposit	10/31/2005			X	119.00	196.00
Deposit	11/1/2005			X	171.00	367.00
Deposit	11/2/2005			X	127.00	494.00
Deposit	11/5/2005			X	67.00	561.00
Deposit	11/7/2005			X	246.00	807.00
Deposit	11/7/2005			X	52.00	859.00
Deposit	11/9/2005			X	503.00	1,362.00
Deposit	11/15/2005			X	125.65	1,487.65
Deposit	11/16/2005			X	67.00	1,554.65
Deposit	11/17/2005			X	400.00	1,954.65
Deposit	11/21/2005			X	52.00	2,006.65
Deposit	11/23/2005			X	127.00	2,133.65
Check	11/23/2005	5997	Passport Services	X	0.00	2,133.65
Deposit	11/28/2005			X	2,102.90	4,236.55
Deposit	11/29/2005			X	68.00	4,304.55
Deposit	11/29/2005			X	290.00	4,594.55
Check	12/1/2005	6018	La Vie En Rose	X	0.00	4,594.55
Check	12/1/2005	6015	La Vie En Rose	X	0.00	4,594.55
Check	12/7/2005	6033	Passport Services	X	0.00	4,594.55
Total Deposits and Credits					4,594.55	4,594.55
Total Cleared Transactions					-473.33	-473.33
Cleared Balance					-473.33	6,148.47
Uncleared Transactions						
Checks and Payments - 20 items						
Check	12/30/2004	5396	Frederick Henry Bur...		-13.35	-13.35
Check	11/12/2005	5981	Passport Services		-186.00	-199.35
Check	11/15/2005	5990	Passport Services		-67.00	-266.35
Check	11/15/2005	5989	Passport Services		-127.00	-393.35
Check	11/22/2005	5995	Passport Services		-67.00	-460.35
Check	11/26/2005	5999	Passport Services		-127.00	-587.35
Check	11/26/2005	6001	Passport Services		-67.00	-654.35
Check	11/27/2005	6005	Passport Services		-52.00	-706.35
Check	11/27/2005	6004	Passport Services		-67.00	-773.35
Check	11/27/2005	6002	Passport Services		-156.00	-929.35
Check	11/27/2005	6003	Passport Services		-223.00	-1,152.35
Check	11/27/2005	6001	Passport Services		-67.00	-1,219.35
Check	11/28/2005	6006	Passport Services		-67.00	-1,286.35
Check	11/28/2005	6009	Passport Services		-254.00	-1,540.35
Check	11/28/2005	6008	Passport Services		-127.00	-1,667.35
Check	11/28/2005	6007	Passport Services		-127.00	-1,794.35
Check	11/29/2005	6011	Passport Services		-127.00	-1,921.35
Check	11/29/2005	6012	Passport Services		-52.00	-1,973.35
Check	11/29/2005	6010	Passport Services		-127.00	-2,100.35
Check	11/30/2005	6013	Passport Services		-119.00	-2,219.35
Total Checks and Payments					-2,219.35	-2,219.35
Deposits and Credits - 1 item						
Deposit	11/30/2005				179.00	179.00
Total Deposits and Credits					179.00	179.00
Total Uncleared Transactions					-2,040.35	-2,040.35
Register Balance as of 11/30/2005					-2,513.68	4,108.12

**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 11/30/2005**

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 20 Items						
Check	12/1/2005	6017	Passport Services		-127.00	-127.00
Check	12/1/2005	6019	La Vie En Rose		-75.00	-202.00
Check	12/1/2005	6014	Gretchen Callahan		-125.00	-327.00
Check	12/1/2005	6021	Kendal Flowers		-103.47	-430.47
Check	12/2/2005	6022	Floral Supply Syndi...		-29.74	-460.21
Check	12/3/2005	6023	Passport Services		-125.65	-585.86
Check	12/3/2005	6026	Passport Services		-127.00	-712.86
Check	12/3/2005	6025	Passport Services		-127.00	-839.86
Check	12/5/2005	6027	Passport Services		-52.00	-891.86
Check	12/6/2005	6028	Passport Services		-67.00	-958.86
Check	12/6/2005	6029	Passport Services		-127.00	-1,085.86
Check	12/6/2005	6034	Passport Services		-127.00	-1,212.86
Check	12/7/2005	6032	Caroline Gurkweitz		-723.01	-1,935.87
Check	12/7/2005	6031	Monnig Interior Desi...		-353.87	-2,289.74
Check	12/7/2005	6030	Placentia Library G...		-56.71	-2,346.45
Check	12/8/2005	6036	Passport Services		-134.00	-2,480.45
Check	12/8/2005	6035	Passport Services		-336.00	-2,816.45
Check	12/8/2005	6037	Passport Services		-125.65	-2,942.10
Check	12/12/2005	6039	Passport Services		-67.00	-3,009.10
Check	12/12/2005	6038	Passport Services		-67.00	-3,076.10
Total Checks and Payments					-3,076.10	-3,076.10
Deposits and Credits - 6 Items						
Check	12/2/2005	6020	Stats			0.00
Deposit	12/4/2005				127.00	127.00
Deposit	12/7/2005				1,317.00	1,444.00
Deposit	12/10/2005				125.65	1,569.65
Deposit	12/12/2005				500.00	2,069.65
Deposit	12/13/2005				104.00	2,173.65
Total Deposits and Credits					2,173.65	2,173.65
Total New Transactions					-902.45	-902.45
Ending Balance					-3,416.13	3,205.67

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12/13/2005*

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**Placentia Library District
Reconciliation Detail
County Exempt - Savings, Period Ending 11/30/2005**

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Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,763.53
Cleared Transactions						
Checks and Payments - 1 item						
Check	11/1/2005	1545	Greg's Carpet & Up...	X	-155.52	-155.52
Total Checks and Payments					-155.52	-155.52
Deposits and Credits - 15 items						
Deposit	10/29/2005			X	625.00	625.00
Deposit	10/31/2005			X	19.94	644.94
Deposit	11/1/2005			X	170.00	814.94
Deposit	11/5/2005			X	70.00	884.94
Deposit	11/7/2005			X	30.00	914.94
Deposit	11/9/2005			X	30.00	944.94
Deposit	11/9/2005			X	30.00	974.94
Deposit	11/10/2005			X	35.00	1,009.94
Deposit	11/16/2005			X	30.00	1,039.94
Deposit	11/16/2005			X	19.94	1,059.88
Deposit	11/17/2005			X	35.00	1,094.88
Deposit	11/23/2005			X	95.00	1,189.88
Deposit	11/23/2005			X	40.00	1,229.88
Deposit	11/27/2005			X	30.00	1,259.88
Deposit	11/30/2005			X	4.37	1,264.25
Total Deposits and Credits					1,264.25	1,264.25
Total Cleared Transactions					1,108.73	1,108.73
Cleared Balance					1,108.73	9,872.26
Uncleared Transactions						
Checks and Payments - 1 item						
Check	11/28/2005	1546	Greg's Carpet & Up...		-155.52	-155.52
Total Checks and Payments					-155.52	-155.52
Total Uncleared Transactions					-155.52	-155.52
Register Balance as of 11/30/2005					953.21	9,716.74
New Transactions						
Deposits and Credits - 7 items						
Deposit	12/1/2005				159.94	159.94
Deposit	12/1/2005				35.00	194.94
Deposit	12/6/2005				35.00	229.94
Deposit	12/7/2005				30.00	259.94
Deposit	12/8/2005				35.00	294.94
Deposit	12/11/2005				35.00	329.94
Deposit	12/12/2005				19.94	349.88
Total Deposits and Credits					349.88	349.88
Total New Transactions					349.88	349.88
Ending Balance					1,303.09	10,066.62

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12/13/2005*

Placentia Library District
Reconciliation Detail
 General Fund - Checking, Period Ending 11/30/2005

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						7,195.70
Cleared Transactions						
Checks and Payments - 21 items						
Check	10/26/2005	5202	Pat Irot	X	-40.41	-40.41
Check	10/26/2005	5199	Westin Pasadena	X	-156.66	-197.07
Check	11/1/2005		Bank of the West	X	-161.26	-358.33
Check	11/1/2005	5207	Placentia Chamber ...	X	-36.00	-394.33
Check	11/1/2005	5208	Gary Bell	X	-24.15	-418.48
Check	11/1/2005	5205	Jesus Diaz	X	-52.00	-470.48
Check	11/1/2005	5204	Jim Roberts	X	-132.73	-603.21
Check	11/1/2005	5203	Wendy G. Goodson	X	-76.49	-679.70
Check	11/2/2005		Bank of the West	X	-29.74	-709.44
Check	11/6/2005	5209	Fry's Electronics	X	-328.57	-1,038.01
Check	11/6/2005	5210	Placentia Library G...	X	-3,428.16	-4,466.17
Check	11/7/2005	5212	Placentia Library Di...	X	-30.00	-4,496.17
Check	11/7/2005	5211	Placentia Library Di...	X	-503.00	-4,999.17
Check	11/9/2005	5214	Rembrandt's Beauti...	X	-20.00	-5,019.17
Check	11/14/2005	5216	Sam's Club	X	-189.82	-5,208.99
Check	11/15/2005	5215	Fry's Electronics	X	-847.85	-6,056.84
Check	11/17/2005	5217	Sam's Club	X	-10.66	-6,067.50
Check	11/22/2005		Bank of the West	X	-4.50	-6,072.00
Check	11/23/2005	5218	Rembrandt's Beauti...	X	-10.00	-6,082.00
Check	11/28/2005	5219	Yesenia Gomez	X	-19.36	-6,101.36
Check	11/28/2005	5220	Placentia Library Di...	X	-2,102.90	-8,204.26
Total Checks and Payments					-8,204.26	-8,204.26
Deposits and Credits - 39 items						
Deposit	10/11/2005			X	0.00	0.00
Deposit	11/1/2005			X	109.99	109.99
Deposit	11/2/2005			X	477.80	587.59
Deposit	11/2/2005			X	38.86	626.45
Deposit	11/3/2005			X	730.15	1,356.60
Deposit	11/3/2005			X	99.00	1,455.60
Deposit	11/4/2005			X	204.30	1,659.90
Deposit	11/7/2005			X	29.14	1,689.04
Deposit	11/7/2005			X	579.29	2,268.33
Deposit	11/8/2005			X	70.00	2,338.33
Deposit	11/8/2005			X	209.00	2,547.33
Deposit	11/9/2005			X	322.95	2,870.28
Deposit	11/10/2005			X	210.00	3,080.28
Deposit	11/14/2005			X	119.20	3,199.48
Deposit	11/14/2005			X	38.86	3,238.34
Deposit	11/14/2005			X	38.86	3,277.20
Deposit	11/14/2005			X	105.89	3,383.09
Deposit	11/14/2005			X	374.00	3,757.09
Deposit	11/14/2005			X	408.20	4,165.29
Deposit	11/15/2005			X	33.60	4,198.89
Deposit	11/16/2005			X	386.66	4,585.55
Deposit	11/16/2005			X	530.00	5,115.55
Deposit	11/17/2005			X	118.20	5,233.75
Deposit	11/21/2005			X	68.00	5,301.75
Deposit	11/21/2005			X	174.20	5,475.95
Deposit	11/21/2005			X	280.00	5,755.95
Deposit	11/21/2005			X	155.44	5,911.39
Deposit	11/22/2005			X	70.95	5,982.34
Deposit	11/22/2005			X	29.00	6,011.34
Deposit	11/23/2005			X	126.29	6,137.63
Deposit	11/23/2005			X	162.55	6,300.18
Deposit	11/25/2005			X	418.50	6,718.68
Deposit	11/25/2005			X	130.00	6,848.68
Deposit	11/28/2005			X	3.20	6,851.88
Deposit	11/28/2005			X	471.00	7,322.88
Deposit	11/28/2005			X	273.00	7,595.88
Deposit	11/28/2005			X	170.00	7,765.88

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Placentia Library District Reconciliation Detail

General Fund - Checking, Period Ending 11/30/2005

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	11/29/2005			X	815.00	8,580.88
Deposit	11/30/2005			X	257.24	8,838.12
Total Deposits and Credits					8,838.12	8,838.12
Total Cleared Transactions					633.86	633.86
Cleared Balance					633.86	7,829.56
Uncleared Transactions						
Checks and Payments - 3 Items						
Check	9/28/2005	5179	Placentia Chamber ...		-12.00	-12.00
Check	11/4/2005	5206	Califa/PLS		-40.00	-52.00
Check	11/30/2005	5221	U.S. Postmaster, Pl...		-9.80	-61.80
Total Checks and Payments					-61.80	-61.80
Total Uncleared Transactions					-61.80	-61.80
Register Balance as of 11/30/2005					572.06	7,767.76
New Transactions						
Checks and Payments - 8 Items						
Check	12/1/2005	5223	Alexander Hernandez		-46.47	-46.47
Check	12/1/2005	5222	Sam's Club		-101.01	-147.48
Check	12/7/2005	5228	Caroline Gurkweitz		-122.51	-269.99
Check	12/7/2005	5227	Placentia Library G...		-4,312.53	-4,582.52
Check	12/7/2005	5225	Placentia Library Di...		-30.00	-4,612.52
Check	12/7/2005	5226	Placentia Library Di...		-1,317.00	-5,929.52
Check	12/12/2005	5229	Placentia Library Di...		-500.00	-6,429.52
Check	12/13/2005	5230	Friends of Placentia...		-805.00	-7,234.52
Total Checks and Payments					-7,234.52	-7,234.52
Deposits and Credits - 2 Items						
Check	12/6/2005	5224	Gem Meats			0.00
Deposit	12/11/2005				5,792.62	5,792.62
Total Deposits and Credits					5,792.62	5,792.62
Total New Transactions					-1,441.90	-1,441.90
Ending Balance					-869.84	6,325.86

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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 11/30/2005**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,444.38
Cleared Transactions						
Checks and Payments - 3 items						
Check	11/9/2005	1258	Anaheim Public Libr...	X	-62.95	-62.95
Check	11/21/2005		Bank of the West	X	-80.00	-142.95
Check	11/21/2005		Bank of the West	X	-4.00	-146.95
Total Checks and Payments					-146.95	-146.95
Deposits and Credits - 32 Items						
Deposit	10/29/2005			X	234.20	234.20
Deposit	10/31/2005			X	689.60	923.80
Deposit	10/31/2005			X	538.65	1,462.45
Deposit	11/1/2005			X	418.89	1,881.34
Deposit	11/2/2005			X	196.55	2,077.89
Deposit	11/5/2005			X	509.10	2,586.99
Deposit	11/6/2005			X	435.15	3,022.14
Deposit	11/7/2005			X	574.55	3,596.69
Deposit	11/7/2005			X	951.35	4,548.04
Deposit	11/9/2005			X	379.61	4,927.65
Deposit	11/9/2005			X	730.00	5,657.65
Deposit	11/9/2005			X	3,428.16	9,085.81
Deposit	11/10/2005			X	367.18	9,452.99
Deposit	11/10/2005			X	545.45	9,998.44
Deposit	11/12/2005			X	262.05	10,260.49
Deposit	11/14/2005			X	314.35	10,574.84
Deposit	11/15/2005			X	619.69	11,194.53
Deposit	11/15/2005			X	755.15	11,949.68
Deposit	11/16/2005			X	545.47	12,495.15
Deposit	11/17/2005			X	318.00	12,813.15
Deposit	11/19/2005			X	402.14	13,215.29
Deposit	11/20/2005			X	14,104.71	27,320.00
Deposit	11/21/2005			X	649.20	27,969.20
Deposit	11/21/2005			X	260.90	28,230.10
Deposit	11/23/2005			X	1,000.00	29,230.10
Deposit	11/23/2005			X	503.28	29,733.38
Deposit	11/23/2005			X	522.15	30,255.53
Deposit	11/26/2005			X	279.73	30,535.26
Deposit	11/27/2005			X	235.12	30,770.38
Deposit	11/29/2005			X	226.80	30,997.18
Deposit	11/29/2005			X	344.30	31,341.48
Deposit	11/30/2005			X	11.55	31,353.03
Total Deposits and Credits					31,353.03	31,353.03
Total Cleared Transactions					31,206.08	31,206.08
Cleared Balance					31,206.08	39,650.46
Uncleared Transactions						
Checks and Payments - 1 Item						
Check	11/28/2005	1259	Orange County Aud...		-36,651.81	-36,651.81
Total Checks and Payments					-36,651.81	-36,651.81
Deposits and Credits - 1 item						
Deposit	11/30/2005				408.54	408.54
Total Deposits and Credits					408.54	408.54
Total Uncleared Transactions					-36,243.27	-36,243.27
Register Balance as of 11/30/2005					-5,037.19	3,407.19

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Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 11/30/2005

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Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 1 item						
Check	12/7/2005	1260	Orange County Aud...		-6,782.35	-6,782.35
Total Checks and Payments					-6,782.35	-6,782.35
Deposits and Credits - 15 items						
Deposit	12/1/2005				160.60	160.60
Deposit	12/3/2005				270.10	430.70
Deposit	12/4/2005				4,064.47	4,495.17
Deposit	12/4/2005				606.80	5,101.97
Deposit	12/5/2005				419.44	5,521.41
Deposit	12/6/2005				365.30	5,886.71
Deposit	12/7/2005				419.75	6,306.46
Deposit	12/7/2005				61.91	6,368.37
Deposit	12/8/2005				273.05	6,641.42
Deposit	12/8/2005				4,312.53	10,953.95
Deposit	12/10/2005				406.35	11,360.30
Deposit	12/11/2005				683.90	12,044.20
Deposit	12/12/2005				255.50	12,299.70
Deposit	12/12/2005				4.42	12,304.12
Deposit	12/13/2005				479.20	12,783.32
Total Deposits and Credits					12,783.32	12,783.32
Total New Transactions					6,000.97	6,000.97
Ending Balance					<u>963.78</u>	<u>9,408.16</u>

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Placentia Library District
Reconciliation Detail
Literacy Fund - Savings, Period Ending 11/30/2005

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Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						11,067.93
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	11/30/2005			X	5.46	5.46
Total Deposits and Credits					5.46	5.46
Total Cleared Transactions					5.46	5.46
Cleared Balance					5.46	11,073.39
Register Balance as of 11/30/2005					5.46	11,073.39
Ending Balance					5.46	11,073.39

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12/13/2005

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**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 11/30/2005**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						67,847.46
Cleared Transactions						
Checks and Payments - 72 items						
Check	9/21/2005	5579	Abraham Fazil	X	-130.90	-130.90
Check	9/21/2005	5612	Christina Perez	X	-91.86	-222.76
Check	10/5/2005	5662	Christina Perez	X	-127.01	-349.77
Check	10/19/2005	5712	Arianna Hernandez	X	-143.49	-493.26
Check	10/19/2005	5673	Mary Buchner	X	-121.23	-614.49
Check	10/19/2005	5718	Evelyn Soqui	X	-52.50	-666.99
Check	10/19/2005	5716	Christina Perez	X	-91.86	-758.85
Check	10/19/2005	5714	Angie-An Mai	X	-488.26	-1,247.11
Check	11/2/2005	5745	Noreth Men	X	-144.76	-1,391.87
Check	11/2/2005	5740	Alexander Hernandez	X	-670.38	-2,062.25
Check	11/2/2005	5739	Esther P. Guzman	X	-232.72	-2,294.97
Check	11/2/2005	5737	Wendy G. Goodson	X	-1,707.83	-4,002.80
Check	11/2/2005	5733	Gail Erwin	X	-290.60	-4,293.40
Check	11/2/2005	5729	Mary Buchner	X	-104.70	-4,398.10
Check	11/2/2005	5728	Gary Bell	X	-1,464.69	-5,862.79
Check	11/2/2005	5727	Lynn Baden	X	-133.41	-5,996.20
Check	11/2/2005		Paychex	X	-10,192.30	-16,188.50
Check	11/2/2005		Paychex	X	-20,793.59	-36,982.09
Check	11/2/2005	5775	Din Thong	X	-196.84	-37,178.93
Check	11/2/2005	5776	Sothavy Ton	X	-279.95	-37,458.88
Check	11/2/2005	5777	Orange County Aud...	X	-381.83	-37,840.71
Check	11/2/2005	5778	Placentia Library Di...	X	-19.94	-37,860.65
Check	11/2/2005	5779	Nationwide Retirem...	X	-723.07	-38,583.72
Check	11/2/2005	5780	Tax Deferred Servic...	X	-795.00	-39,378.72
Check	11/2/2005	5730	Dorothy J. Cummings	X	-45.63	-39,424.35
Check	11/2/2005	5756	Allan Schlichter	X	-192.40	-39,616.75
Check	11/2/2005	5763	Angelica Alatorre	X	-236.21	-39,852.96
Check	11/2/2005	5764	Kamala Connors	X	-82.01	-39,934.97
Check	11/2/2005	5765	Marlon Daito	X	-249.90	-40,184.87
Check	11/2/2005	5766	Shannon Ford	X	-413.95	-40,598.82
Check	11/2/2005	5767	cynthia Gutierrez	X	-244.17	-40,842.99
Check	11/2/2005	5768	Arianna Hernandez	X	-143.49	-40,986.48
Check	11/2/2005	5770	Angie-An Mai	X	-406.35	-41,392.83
Check	11/2/2005	5771	Melissa Manzanarez	X	-333.64	-41,726.47
Check	11/2/2005	5772	Christina Perez	X	-115.45	-41,841.92
Check	11/2/2005	5773	Hilda Rivera	X	-516.99	-42,358.91
Check	11/2/2005	5774	Mano Takegami	X	-279.95	-42,638.86
Check	11/16/2005	5834	Tax Deferred Servic...	X	-795.00	-43,433.86
Check	11/16/2005	5833	Nationwide Retirem...	X	-915.23	-44,349.09
Check	11/16/2005	5831	Orange County Aud...	X	-381.83	-44,730.92
Check	11/16/2005	5830	Sothavy Ton	X	-227.28	-44,958.20
Check	11/16/2005	5829	Din Thong	X	-196.84	-45,155.04
Check	11/16/2005	5828	Mano Takegami	X	-279.95	-45,434.99
Check	11/16/2005	5827	Hilda Rivera	X	-478.72	-45,913.71
Check	11/16/2005	5826	Christina Perez	X	-115.45	-46,029.16
Check	11/16/2005	5825	Michaela Murphy	X	-68.73	-46,097.89
Check	11/16/2005	5824	Melissa Manzanarez	X	-283.08	-46,380.97
Check	11/16/2005	5823	Angie-An Mai	X	-456.07	-46,837.04
Check	11/16/2005	5835	Shannon Ford	X	-413.95	-47,250.99
Check	11/16/2005	5821	Arianna Hernandez	X	-143.49	-47,394.48
Check	11/16/2005	5820	cynthia Gutierrez	X	-233.03	-47,627.51
Check	11/16/2005	5819	Marlon Daito	X	-120.83	-47,748.34
Check	11/16/2005	5818	Kamala Connors	X	-430.00	-48,178.34
Check	11/16/2005	5817	Angelica Alatorre	X	-248.18	-48,426.52
Check	11/16/2005	5836	Tax Deferred Servic...	X	-200.00	-48,626.52
Check	11/16/2005	5809	Allan Schlichter	X	-222.59	-48,849.11
Check	11/16/2005	5804	Beatrice V. Quintanar	X	-272.36	-49,121.47
Check	11/16/2005	5798	Noreth Men	X	-135.98	-49,257.45
Check	11/16/2005	5792	Alexander Hernandez	X	-490.45	-49,747.90
Check	11/16/2005	5791	Esther P. Guzman	X	-232.77	-49,980.67
Check	11/16/2005	5789	Wendy G. Goodson	X	-1,707.83	-51,688.50
Check	11/16/2005	5787	Gail Erwin	X	-290.60	-51,979.10
Check	11/16/2005	5784	Dorothy J. Cummings	X	-225.78	-52,204.88
Check	11/16/2005	5783	Mary Buchner	X	-115.74	-52,320.62
Check	11/16/2005	5782	Gary Bell	X	-1,464.69	-53,785.31

**Placentia Library District
Reconciliation Detail**

Payroll Checking - Wells Fargo, Period Ending 11/30/2005

Type	Date	Num	Name	Clr	Amount	Balance
Check	11/16/2005	5781	Lynn Baden	X	-73.73	-53,859.04
Check	11/16/2005	2062	Beatrice V. Quintanar	X	-600.00	-54,459.04
Check	11/16/2005		Paychex	X	-129.10	-54,588.14
Check	11/16/2005		Paychex	X	-9,768.39	-64,356.53
Check	11/16/2005		Paychex	X	-19,610.49	-83,967.02
Check	11/16/2005	5832	Placentia Library Di...	X	-19.94	-83,986.96
Check	11/30/2005		Paychex	X	-19,997.35	-103,984.31
Total Checks and Payments					-103,984.31	-103,984.31
Deposits and Credits - 4 items						
Check	8/1/2005		Bank of the West	X	0.00	0.00
Deposit	11/9/2005			X	38,789.65	38,789.65
Deposit	11/18/2005			X	600.00	39,389.65
Deposit	11/23/2005			X	38,789.65	78,179.30
Total Deposits and Credits					78,179.30	78,179.30
Total Cleared Transactions					-25,805.01	-25,805.01
Cleared Balance					-25,805.01	42,042.45
Uncleared Transactions						
Checks and Payments - 35 items						
Check	11/2/2005	5761	Bright Yuan		-806.70	-806.70
Check	11/2/2005	5769	Maria Nayel Madero		-65.60	-872.30
Check	11/16/2005	5822	Maria Nayel Madero		-87.47	-959.77
Check	11/16/2005	5815	Bright Yuan		-600.42	-1,560.19
Check	11/30/2005	5843	Gail Erwin		-276.65	-1,836.84
Check	11/30/2005	5846	Wendy G. Goodson		-1,728.99	-3,565.83
Check	11/30/2005	5848	Esther P. Guzman		-256.93	-3,822.76
Check	11/30/2005	5849	Alexander Hernandez		-464.34	-4,287.10
Check	11/30/2005	5855	Noreth Men		-140.38	-4,427.48
Check	11/30/2005	5862	Beatrice V. Quintanar		-965.22	-5,392.70
Check	11/30/2005	5863	Kelleny Rivera		-63.90	-5,456.60
Check	11/30/2005	5867	Allan Schlichter		-90.54	-5,547.14
Check	11/30/2005	5873	Bright Yuan		-765.45	-6,312.59
Check	11/30/2005	5875	Angelica Alatorre		-248.18	-6,560.77
Check	11/30/2005	5876	Kamala Connors		-219.48	-6,780.25
Check	11/30/2005	5877	Marlon Daito		-149.94	-6,930.19
Check	11/30/2005	5878	Shannon Ford		-376.47	-7,306.66
Check	11/30/2005	5879	Arianna Hernandez		-143.49	-7,450.15
Check	11/30/2005	5880	Maria Nayel Madero		-43.73	-7,493.88
Check	11/30/2005	5881	Angie-An Mai		-505.71	-7,999.59
Check	11/30/2005	5882	Melissa Manzanarez		-311.85	-8,311.44
Check	11/30/2005	5883	Michaela Murphy		-234.19	-8,545.63
Check	11/30/2005	5884	Christina Perez		-103.80	-8,649.43
Check	11/30/2005	5885	Hilda Rivera		-421.28	-9,070.71
Check	11/30/2005	5886	Evelyn Soqui		-219.48	-9,290.19
Check	11/30/2005	5887	Mano Takegami		-183.73	-9,473.92
Check	11/30/2005	5888	Din Thong		-238.99	-9,712.91
Check	11/30/2005	5889	Sothavy Ton		-250.69	-9,963.60
Check	11/30/2005	5890	Placentia Library Di...		-19.94	-9,983.54
Check	11/30/2005	5892	Tax Deferred Servic...		-795.00	-10,778.54
Check	11/30/2005	5840	Dorothy J. Cummings		-198.98	-10,977.52
Check	11/30/2005	5838	Gary Bell		-1,464.69	-12,442.21
Check	11/30/2005	5837	Lynn Baden		-73.73	-12,515.94
Check	11/30/2005		Paychex		-9,898.44	-22,414.38
Check	11/30/2005	5891	Nationwide Retirem...		-915.23	-23,329.61
Total Checks and Payments					-23,329.61	-23,329.61
Total Uncleared Transactions					-23,329.61	-23,329.61
Register Balance as of 11/30/2005					-49,134.62	18,712.84

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12/13/05

**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 11/30/2005**

Agenda item 14
Page 14 of 14

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 32 items						
Check	12/14/2005		Paychex		-20,316.02	-20,316.02
Check	12/14/2005		Paychex		-9,883.10	-30,199.12
Check	12/14/2005	5893	Gary Bell		-1,464.69	-31,663.81
Check	12/14/2005	5895	Dorothy J. Cummings		-185.60	-31,849.41
Check	12/14/2005	5898	Gail Erwin		-402.35	-32,251.76
Check	12/14/2005	5901	Wendy G. Goodson		-1,707.83	-33,959.59
Check	12/14/2005	5903	Esther P. Guzman		-354.75	-34,314.34
Check	12/14/2005	5904	Alexander Hernandez		-650.07	-34,964.41
Check	12/14/2005	5909	Noreth Men		-70.19	-35,034.60
Check	12/14/2005	5916	Beatrice V. Quintanar		-758.52	-35,793.12
Check	12/14/2005	5917	Kelleny Rivera		-122.61	-35,915.73
Check	12/14/2005	5926	Bright Yuan		-594.53	-36,510.26
Check	12/14/2005	5928	Angelica Alatorre		-248.18	-36,758.44
Check	12/14/2005	5929	Kamala Connors		-408.59	-37,167.03
Check	12/14/2005	5930	Marlon Daito		-99.96	-37,266.99
Check	12/14/2005	5932	cynthia Gutierrez		-465.29	-37,732.28
Check	12/14/2005	5933	Arianna Hernandez		-143.49	-37,875.77
Check	12/14/2005	5934	Maria Nayel Madero		-118.71	-37,994.48
Check	12/14/2005	5935	Angie-An Mai		-459.00	-38,453.48
Check	12/14/2005	5936	Melissa Manzanarez		-328.28	-38,781.76
Check	12/14/2005	5937	Michaela Murphy		-432.78	-39,214.54
Check	12/14/2005	5938	Christina Perez		-207.93	-39,422.47
Check	12/14/2005	5939	Hilda Rivera		-459.58	-39,882.05
Check	12/14/2005	5940	Evelyn Soqui		-155.91	-40,037.96
Check	12/14/2005	5941	Mano Takegami		-221.43	-40,259.39
Check	12/14/2005	5942	Din Thong		-315.04	-40,574.43
Check	12/14/2005	5943	Sothavy Ton		-203.41	-40,777.84
Check	12/14/2005	5944	Orange County Aud...		-381.83	-41,159.67
Check	12/14/2005	5945	Placentia Library Di...		-19.94	-41,179.61
Check	12/14/2005	5946	Nationwide Retirem...		-623.07	-41,802.68
Check	12/14/2005	5947	Tax Deferred Servic...		-1,195.00	-42,997.68
Check	12/14/2005	5931	Shannon Ford		-376.47	-43,374.15
Total Checks and Payments					-43,374.15	-43,374.15
Deposits and Credits - 1 item						
Deposit	12/8/2005				38,789.65	38,789.65
Total Deposits and Credits					38,789.65	38,789.65
Total New Transactions					-4,584.50	-4,584.50
Ending Balance					-53,719.12	14,128.34

*Ed M...
12/13/2005*

ACQUISITIONS REPORT FOR FISCAL YEAR 2005-2006 THROUGH THE MONTH OF NOVEMBER 2005
 Prepared by Vernon Napier, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	\$5,991	305	245	\$0	0	0	\$5,991	305	245	\$980	43	43	\$6,971	348	288
Adult Circulating Non-Fiction	\$11,789	483	483	\$61	3	3	\$11,849	486	486	\$366	17	17	\$12,215	513	503
Adult Reference	\$3,821	19	10	\$0	0	0	\$3,821	19	10	\$0	0	0	\$3,821	19	10
Adult Print Continuations	\$12,713	2	138	\$0	0	0	\$12,713	2	138	\$0	0	0	\$12,713	2	138
Adult Electronic Continuations	\$9,792	2	4	\$0	0	0	\$9,792	2	4	\$0	0	0	\$9,792	2	4
Total Adult Non-Fiction	\$38,114	516	635	\$61	3	3	\$38,175	519	638	\$366	17	17	\$38,541	536	655
TOTAL ADULT PRINT MATERIALS	\$44,105	821	880	\$61	3	3	\$44,166	824	883	\$1,346	60	60	\$45,512	884	943
Adult Audio/Music	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Audio Books	\$5,572	81	81	\$0	0	0	\$5,572	81	81	\$220	4	4	\$5,792	85	85
Total Adult Audio	\$5,572	81	81	\$0	0	0	\$5,572	81	81	\$220	4	4	\$5,792	85	85
Adult Video Educational	\$331	16	16	\$0	0	0	\$331	16	16	\$0	0	0	\$331	16	16
Adult Video Entertainment	\$1,088	56	47	\$0	0	0	\$1,088	56	47	\$135	8	14	\$1,223	64	61
Total Adult Video	\$1,419	72	63	\$0	0	0	\$1,419	72	63	\$135	8	14	\$1,554	80	77
TOTAL ADULT NON-PRINT MATERIALS	\$6,992	153	144	\$0	0	0	\$6,992	153	144	\$355	12	18	\$7,347	165	162
TOTAL ADULT MATERIALS	\$51,097	974	1,024	\$61	3	3	\$51,157	977	1,027	\$1,701	72	78	\$52,858	1,049	1,105
Juvenile Fiction	\$1,212	54	26	\$0	0	0	\$1,212	54	26	\$582	57	57	\$1,794	111	83
Juvenile Circulating Non-Fiction	\$4,117	184	170	\$8	1	1	\$4,126	185	171	\$1,458	68	68	\$5,583	253	239
Juvenile Reference	\$770	4	5	\$0	0	0	\$770	4	5	\$0	0	0	\$770	4	5
Juvenile Print Continuations	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Electronic Continuations	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Juvenile Audio	\$4,888	188	175	\$8	1	1	\$4,896	189	176	\$1,458	68	68	\$6,354	257	244
TOTAL JUVENILE PRINT MATERIALS	\$6,100	242	201	\$8	1	1	\$6,108	243	202	\$2,039	125	125	\$8,147	368	327
Juvenile Audio/Music	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Audio Books	\$129	2	1	\$0	0	0	\$129	2	1	\$0	0	0	\$129	2	1
Total Juvenile Audio	\$129	2	1	\$0	0	0	\$129	2	1	\$0	0	0	\$129	2	1
Juvenile Video Educational	\$90	10	10	\$0	0	0	\$90	10	10	\$0	0	0	\$90	10	10
Juvenile Video Entertainment	\$468	39	39	\$0	0	0	\$468	39	39	\$0	0	0	\$468	39	39
Total Juvenile Video	\$558	49	49	\$0	0	0	\$558	49	49	\$0	0	0	\$558	49	49
TOTAL JUVENILE NON-PRINT MATERIALS	\$687	51	50	\$0	0	0	\$687	51	50	\$0	0	0	\$687	51	50
TOTAL JUVENILE MATERIALS	\$6,786	293	251	\$8	1	1	\$6,795	294	252	\$2,039	125	125	\$8,834	419	377
Total Fiction	\$7,203	359	271	\$0	0	0	\$7,203	359	271	\$1,562	100	100	\$8,765	459	371
Total Non-Fiction	\$43,002	704	810	\$69	4	4	\$43,071	708	814	\$1,823	85	85	\$44,894	793	899
Total Audio	\$5,701	83	82	\$0	0	0	\$5,701	83	82	\$20	4	4	\$5,921	87	86
Total Video	\$1,977	121	112	\$0	0	0	\$1,977	121	112	\$135	8	14	\$2,112	129	126
TOTAL MATERIALS	\$57,883	1,267	1,275	\$69	4	4	\$57,952	1,271	1,279	\$3,740	197	203	\$61,692	1,468	1,482

Outstanding Orders as of November 2005

TOTAL
\$19,323

Adopt-a-book
\$253

General Fund
\$19,070



Entrepenurial Activities Report
 Net Revenue Summary
 November-05

	Nov-05	Nov-04	YTD 2005-06	YTD 2004-05
Passport	10,158.60	9,306.89	53,523.20	55,825.61
Passport Photos	1,120.00	0.00	4,860.00	0.00
Notary Public	30.00	0.00	100.00	0.00
Total	11,308.60	9,306.89	58,483.20	55,825.61

Prepared by: Wendy Goodson



Summary of Current Status Of Unique Management Accounts
December 19, 2005

FY 05-06	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	16	771	3	579.74	0
August	9	781	5	864.12	0
September	13	817	1	1,662.46	0
October	17	823	3	728.54	0
November	11	834	3	537.12	0
December	0	0	0	0	0
January	0	0	0	0	0
February	0	0	0	0	0
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0	0
TOTAL YTD	66	4026	15	4371.98	0

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 12/01/2005 2:50 PM MK

SUMMARY STATUS REPORT

PAGE: 130

MS YESENIA GOMEZ
PLACENTIA LIBRARY DISTRICT
411 EAST CHAPMAN AVENUE
PLACENTIA CA 92870

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT
DATES LISTED: 01/01/1900 TO 11/30/2005

Accounts Submitted	:	1,237	Dollars Submitted	:	115,172.30	Dollars Received	:	46,092.24
Bankruptcies	:	13	Dollars in Bankruptcy	:	1,079.61	Material Returned	:	13,030.23
Incorrect Addresses	:	165	Dollars in Skips	:	10,138.65	Dollars Waived	:	2,514.88
Patron Disputes/Suspends	:	1	Dollars in Dispute	:	0.00	Total Activated	:	79,151.86
Accounts in Process	:	1,058	Dollars in Process	:	99,823.69	% of Dollars Activated	:	79.29%
# of Accounts Activated	:	834						
% of Accounts Activated	:	76.83%						



TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director *EM*
DATE: December 19, 2005
SUBJECT: GIFT REPORT

The following gifts were received from Nov 1, 2005 through Nov 30, 2005.

GENERAL FUND DONATIONS
Judith Bagdasarian-Dee

K.L & C.W. Goode

TOTAL GF \$400.00

TOTAL ALL DONATIONS **\$400.00**

Prepared By: Wendy Goodson



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EdM*
SUBJECT: **Building Maintenance Report for November 2005**
DATE: December 19, 2005

HVAC: 11-1-05 - Replaced filters.
11-2-05 -- Repaired condenser fan motor.
11-7-05 -- Reset thermostat. Replaced blown control fuses.

Plumbing: 12-13-05 -- Installed regulator to reduce water pressure.

Telephone: 11-2-05 -- Added 1 phone line to system.

Contractor: 11-30-05 - Repaired loose paper dispenser in men's staff restroom.

Carpet Cleaners: 11-25-05 - Cleaned Meeting Room carpet.

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Personnel Report for November 2005
DATE: December 19, 2005

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

WORKERS' COMPENSATION LEAVE:

None

Prepared by: Wendy Goodson

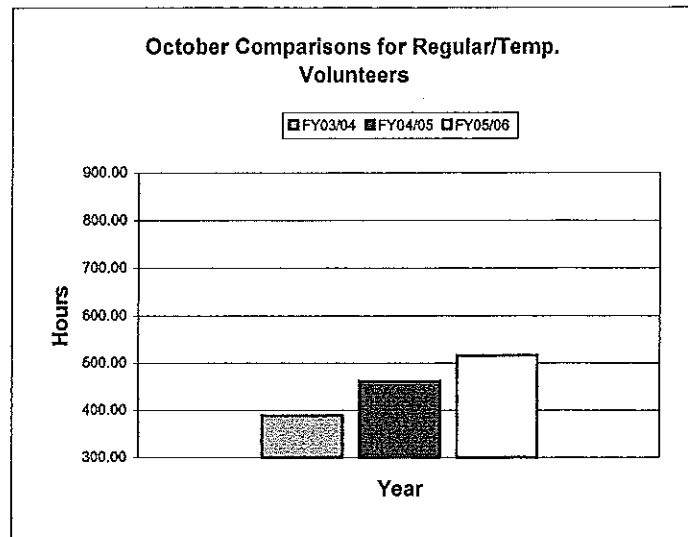
TO: Elizabeth D. Minter, Library Director

FROM: Laranne Remling, Development Director and Volunteer Coordinator *LR*

SUBJECT: **Volunteer Report for Month of November 2005**

REGULAR VOLUNTEERS are committed to an on-going program each week.
 LITERACY VOLUNTEERS are involved in tutoring and other volunteer projects for the Literacy Campaign.
 TEMPORARY VOLUNTEERS are working for a project in school, church, scouts, or court referral cases.

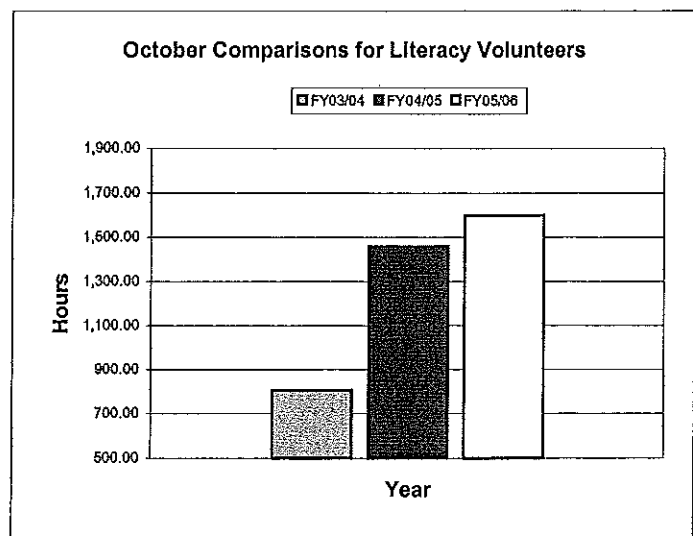
Regular/Temp. Volunteers Hours			
	FY03/04	FY04/05	FY05/06
July	735.25	948.25	1,027.50
August	551.50	696.25	784.50
September	385.00	482.00	470.75
October	388.75	487.75	458.25
November	388.25	461.00	516.00
December	359.50	400.75	
January	439.00	*	
February	496.25	959.75	
March	489.25	846.50	
April	476.50	698.00	
May	460.25	559.75	
June	<u>456.00</u>	<u>780.00</u>	
	5,625.50	7,320.00	3,257.00



OF ACTIVE VOLUNTEERS FOR SEPTEMBER

Bookstore:	38
Regular:	9
Temporary:	9
Literacy:	132

Literacy Volunteers Hours			
	FY03/04	FY04/05	FY05/06
July	865.00	1,008.00	622.00
August	829.00	684.00	609.00
September	808.00	704.00	894.00
October	820.00	684.00	1,750.00
November	805.00	1,458.00	1,599.00
December	853.00	1,075.00	
January	979.00	*	
February	1,472.00	2,084.00	
March	1,275.75	978.00	
April	1,152.00	976.00	
May	562.50	814.00	
June	<u>526.50</u>	<u>1,041.00</u>	
	10,947.75	11,506.00	5,474.00



* January hours are reported with February's hours.



Placentia Library District
Circulation Report – November 2005

	Nov 2005	Nov 2004	Y-T-D 2005	Y-T-D 2004	Y-T-D % change
1st Time Checkouts	16,062	13,593	81,394	66,725	22%
Phone Renewals	1,063	915	4,793	7,272	-34%
In-Building Renewals	511	442	2,496	1,646	52%
TOTAL CHECKOUTS	17,636	14,950	88,683	75,643	17%
On-Time Checkins	17,248	14,972	89,868	72,353	24%
Late Checkins	1,194	1,297	5,399	4,700	15%
TOTAL CHECKINS	18,442	16,269	95,267	77,053	24%
Holdings Placed	472	493	2,687	2,845	-6%
Holdings Cancelled	12	53	106	183	-42%
Holdings Filled	406	399	2,155	2,189	-2%
NEW PATRON REGISTRATIONS	501	353	3,255	1,729	88%
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	6,114	5,930	31,390	31,909	-2%
Juvenile Print	7,888	7,052	37,813	34,275	10%
Audio	1,118	1,041	5,457	4,973	10%
Visual	3,645	1,841	19,461	8,714	123%
TOTAL CIRCULATION	18,765	15,864	94,121	79,871	18%
CIRCULATION BY PLACE OF RESIDENCE					
To Placentia residents	11,140	9,456	56,727	48,375	17%
To Anaheim/Yorba Linda residents	3,154	2,830	16,222	13,167	23%
To residents outside Tri-City	4,471	3,578	21,172	18,329	16%
TYPES OF ACTIVE BORROWERS					
Adult	13,502	11,147			
Young Adult	303	190			
Juvenile	3,355	3,202			
New Borrower	1,187	1,133			
Other (staff)	385	203			
TOTAL ACTIVE BORROWERS *	18,732	15,875			
TOTAL REGISTERED BORROWERS **	23,540	19,822			
ATTENDANCE ***	32,746	39,576	157,253	169,377	-7%

* Active borrowers have used the Library this month

** Registered borrowers have used the Library within the past 12 months

*** Attendance figure is not an accurate count.



PLACENTIA INVOICES

PERIOD COVERED FY2003-2004	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-03	07/24/03	4,522.91	1,150.57	650.77	207.50	0.00	7.20	6,538.95
Aug-03	08/07/03	5,933.96	1,566.39	604.52	0.00	0.00	7.20	8,112.07
Sep-03	09/08/03	5,103.96	1,370.47	604.52	215.00	0.00	7.19	7,301.14
Oct-03	10/13/03	2,650.78	1,150.57	604.52	107.50	0.00	7.19	4,520.56
Nov-03	11/10/03	4,002.21	1,150.57	604.52	107.50	0.00	7.24	5,872.04
Dec-03	12/12/03	3,276.82	2,064.00	604.52	1,520.17	0.00	7.23	7,472.74
Jan-04	01/13/04	2,950.98	1,407.66	705.74	155.00	0.00	7.24	5,226.62
Feb-04	02/10/04	2,987.54	1,150.57	568.93	107.50	0.00	7.23	4,821.77
Mar-04	03/08/04	3,020.00	1,150.57	619.54	107.50	0.00	7.20	4,904.81
Apr-04	04/08/04	3,046.38	1,150.57	619.54	107.50	0.00	7.45	4,931.44
May-04	05/12/04	3,106.89	1,150.57	619.54	107.50	0.00	0.00	4,984.50
Jun-04	06/15/04	3,544.04	1,150.57	647.62	215.00	0.00	7.28	5,564.51
TOTAL		39,623.56	14,462.51	6,803.51	2,750.17	0.00	72.45	63,712.20
AVG		3,301.96	1,205.21	566.96	229.18	0.00	6.04	5,309.35

PERIOD COVERED FY2004-2005	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-04	07/28/04	4,661.33	1,150.57	690.71	276.54	0.00	7.27	6,786.42
Aug-04	08/23/05	5,332.93	1,150.57	722.54	302.50	0.00	7.29	7,515.83
Sep-04	09/14/04	5,250.20	1,150.57	679.43	0.00	0.00	0.00	7,080.20
Oct-04	10/15/04	5,155.44	1,150.57	679.43	215.00	0.00	14.45	7,214.89
Nov-04	11/04/04	3,963.90	1,150.57	686.96	0.00	0.00	7.18	5,808.61
Dec-04	12/14/05	0.00	1,150.57	788.19	252.50	0.00	7.18	2,198.44
Jan-05	01/10/05	6,334.08	1,150.57	875.17	0.00	0.00	14.40	8,374.22
Feb-05	02/07/05	3,493.88	1,150.57	802.54	107.50	0.00	7.23	5,561.72
Mar-05	03/09/05	3,337.04	2,392.41	726.17	107.50	0.00	7.24	6,570.36
Apr-05	04/13/05	3,017.99	0.00	726.17	107.50	0.00	7.30	3,858.96
May-05	05/02/05	0.00	1,150.57	573.42	0.00	0.00	7.22	1,731.21
Jun-05	06/10/05	6,593.11	1,150.57	580.92	215.00	0.00	0.00	8,539.60
TOTAL		47,139.90	13,898.11	8,531.65	1,584.04	0.00	86.76	71,240.46
AVG		3,928.33	1,158.18	710.97	132.00	0.00	7.23	5,936.71

PERIOD COVERED FY2005-2006	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-05	07/11/05	4,306.02	1,150.57	649.79	0.00	0.00	14.68	6,121.06
Aug-05	08/08/05	5,806.71	1,150.57	649.79	107.50	0.00	7.42	7,721.99
Sep-05	09/12/05	5,666.05	1,150.57	243.44	460.73	0.00	7.20	7,527.99
Oct-05	10/05/05	5,323.86	1,150.57	184.99	215.00	0.00	0.00	6,874.42
Nov-05	11/03/05	3,277.59	1,150.57	354.93	107.50	0.00	14.37	4,904.96
Dec-05	12/12/05	2,597.26	1,150.57	291.60	107.50	0.00	7.20	4,154.13
Jan-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Feb-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mar-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Apr-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
May-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jun-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		26,977.49	6,903.42	2,374.54	998.23	0.00	50.87	37,304.55
AVG		4,496.25	1,150.57	395.76	166.37	0.00	8.48	6,217.43



TOTAL DOLLARS SPENT

FY2003-2004	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-03	1,035.04	174.00	0.00	1,209.04	604.52
Aug-03	1,035.04	174.00	0.00	1,209.04	604.52
Sep-03	1,035.04	174.00	0.00	1,209.04	604.52
Oct-03	1,035.04	174.00	0.00	1,209.04	604.52
Nov-03	1,035.04	174.00	0.00	1,209.04	604.52
Dec-03	1,207.48	204.00	0.00	1,411.48	705.74
Jan-04	963.86	174.00	0.00	1,137.86	568.93
Feb-04	1,050.08	189.00	0.00	1,239.08	619.54
Mar-04	1,050.08	189.00	0.00	1,239.08	619.54
Apr-04	1,050.08	189.00	0.00	1,239.08	619.54
May-04	1,106.24	189.00	0.00	1,295.24	647.62
Jun-04	1,177.42	204.00	0.00	1,381.42	690.71
TOTAL	12,780.44	2,208.00	0.00	14,988.44	7,494.22
AVG	1,065.04	184.00	0.00	1,249.04	624.52

TOTAL DOLLARS SPENT

FY2004-2005	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-04	1,177.42	204.00	0.00	1,381.42	690.71
Aug-04	1,233.58	211.50	0.00	1,445.08	722.54
Sep-04	1,147.36	211.50	0.00	1,358.86	679.43
Oct-04	1,147.36	211.50	0.00	1,358.86	679.43
Nov-04	1,177.42	196.50	0.00	1,373.92	686.96
Dec-04	1,364.88	211.50	0.00	1,576.38	788.19
Jan-05	1,263.33	189.00	0.00	1,452.33	726.17
Feb-05	1,401.08	204.00	0.00	1,605.08	802.54
Mar-05	1,263.33	189.00	0.00	1,452.33	726.17
Apr-05	1,263.33	189.00	0.00	1,452.33	726.17
May-05	987.83	159.00	0.00	1,146.83	573.42
Jun-05	987.83	174.00	0.00	1,161.83	580.92
TOTAL	14,414.75	2,350.50	0.00	16,765.25	8,382.63
AVG	1,201.23	195.88	0.00	1,397.10	698.55

TOTAL DOLLARS SPENT

FY2005-2006	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-05	1,125.58	174.00	0.00	1,299.58	649.79
Aug-05	1,125.58	174.00	0.00	1,299.58	649.79
Sep-05	372.88	114.00	0.00	486.88	243.44
Oct-05	339.98	30.00	0.00	369.98	184.99
Nov-05	610.86	99.00	0.00	709.86	354.93
Dec-05	484.20	99.00	0.00	583.20	291.60
Jan-06	0.00	0.00	0.00	0.00	0.00
Feb-06	0.00	0.00	0.00	0.00	0.00
Mar-06	0.00	0.00	0.00	0.00	0.00
Apr-06	0.00	0.00	0.00	0.00	0.00
May-06	0.00	0.00	0.00	0.00	0.00
Jun-06	0.00	0.00	0.00	0.00	0.00
TOTAL	4,059.08	690.00	0.00	4,749.08	2,374.54
AVG	676.51	115.00	0.00	791.51	395.76

DOLLARS BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Aug-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Sep-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Oct-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Nov-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Dec-03	284.72	300.60	60.56	0.00	561.60	1,207.48
Jan-04	213.54	240.48	60.56	0.00	119.28	633.86
Feb-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Mar-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Apr-04	213.54	270.54	60.56	0.00	505.44	1,050.08
May-04	213.54	270.54	60.56	0.00	561.60	1,106.24
Jun-04	284.72	270.54	60.56	0.00	561.60	1,177.42
TOTAL	3,060.74	3,096.18	726.72	0.00	5,566.80	12,450.44
AVG	255.06	258.02	60.56	0.00	463.90	1,037.54

DOLLARS BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-04	284.72	270.54	60.56	0.00	561.60	1,177.42
Aug-04	284.72	270.54	60.56	0.00	617.76	1,233.58
Sep-04	284.72	240.48	60.56	0.00	561.60	1,147.36
Oct-04	284.72	240.48	60.56	0.00	561.60	1,147.36
Nov-04	284.72	270.54	60.56	0.00	561.60	1,177.42
Dec-04	355.90	330.66	60.56	0.00	617.76	1,364.88
Jan-05	337.76	310.95	65.80	0.00	548.82	1,263.33
Feb-05	379.98	345.50	65.80	0.00	609.80	1,401.08
Mar-05	337.76	310.95	65.80	0.00	548.82	1,263.33
Apr-05	337.76	310.95	65.80	0.00	548.82	1,263.33
May-05	253.32	241.85	65.80	0.00	426.86	987.83
Jun-05	253.32	241.85	65.80	0.00	426.86	987.83
TOTAL	3,679.40	3,385.29	758.16	0.00	6,591.90	14,414.75
AVG	306.62	282.11	63.18	0.00	549.33	1,201.23

DOLLARS BY TYPE OF WORKER

FY2005-2006	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-05	295.54	276.40	65.80	0.00	487.84	1,125.58
Aug-05	295.54	276.40	65.80	0.00	487.84	1,125.58
Sep-05	168.88	138.20	65.80	0.00	0.00	372.88
Oct-05	168.88	138.20	32.90	0.00	0.00	339.98
Nov-05	337.76	207.30	65.80	0.00	0.00	610.86
Dec-05	211.10	207.30	65.80	0.00	0.00	484.20
Jan-06	0.00	0.00	0.00	0.00	0.00	0.00
Feb-06	0.00	0.00	0.00	0.00	0.00	0.00
Mar-06	0.00	0.00	0.00	0.00	0.00	0.00
Apr-06	0.00	0.00	0.00	0.00	0.00	0.00
May-06	0.00	0.00	0.00	0.00	0.00	0.00
Jun-06	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,477.70	1,243.80	361.90	0.00	975.68	4,059.08
AVG	246.28	207.30	60.32	0.00	162.61	676.51

TIME BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-03	8.00	8.00	2.00	0.00		16.00	34.00
Aug-03	8.00	8.00	2.00	0.00		16.00	34.00
Sep-03	8.00	8.00	2.00	0.00		16.00	34.00
Oct-03	8.00	8.00	2.00	0.00		16.00	34.00
Nov-03	8.00	8.00	2.00	0.00		16.00	34.00
Dec-03	8.00	10.00	2.00	0.00		20.00	40.00
Jan-04	6.00	8.00	2.00	0.00		16.00	32.00
Feb-04	6.00	9.00	2.00	0.00		18.00	35.00
Mar-04	6.00	9.00	2.00	0.00		18.00	35.00
Apr-04	6.00	9.00	2.00	0.00		18.00	35.00
May-04	6.00	9.00	2.00	0.00		20.00	37.00
Jun-04	8.00	9.00	2.00	0.00		20.00	39.00
TOTAL	86.00	103.00	24.00	0.00		210.00	423.00
AVG	7.17	8.58	2.00	0.00		17.50	35.25

TIME BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-04	8.00	9.00	2.00	0.00		20.00	39.00
Aug-04	8.00	9.00	2.00	0.00		22.00	41.00
Sep-04	8.00	8.00	2.00	0.00		20.00	38.00
Oct-04	8.00	8.00	2.00	0.00		20.00	38.00
Nov-04	8.00	9.00	2.00	0.00		20.00	39.00
Dec-04	10.00	11.00	2.00	0.00		22.00	45.00
Jan-05	8.00	9.00	2.00	0.00		18.00	37.00
Feb-05	9.00	10.00	2.00	0.00		20.00	41.00
Mar-05	8.00	9.00	2.00	0.00		18.00	37.00
Apr-05	8.00	9.00	2.00	0.00		18.00	37.00
May-05	6.00	7.00	2.00	0.00		14.00	29.00
Jun-05	6.00	7.00	2.00	0.00		14.00	29.00
TOTAL	95.00	105.00	24.00	0.00		226.00	450.00
AVG	7.92	8.75	2.00	0.00		18.83	37.50

TIME BY TYPE OF WORKER

FY2005-2006	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-05	7.00	8.00	2.00	0.00		16.00	33.00
Aug-05	7.00	8.00	2.00	0.00		16.00	33.00
Sep-05	4.00	4.00	2.00	0.00		0.00	10.00
Oct-05	0.00	0.00	0.00	0.00		0.00	0.00
Nov-05	4.00	6.00	2.00	0.00		0.00	12.00
Dec-05	5.00	6.00	2.00	0.00		0.00	13.00
Jan-06	0.00	0.00	0.00	0.00		0.00	0.00
Feb-06	0.00	0.00	0.00	0.00		0.00	0.00
Mar-06	0.00	0.00	0.00	0.00		0.00	0.00
Apr-06	0.00	0.00	0.00	0.00		0.00	0.00
May-06	0.00	0.00	0.00	0.00		0.00	0.00
Jun-06	0.00	0.00	0.00	0.00		0.00	0.00
TOTAL	27.00	32.00	10.00	0.00		32.00	101.00
AVG	4.50	5.33	1.67	0.00		5.33	16.83



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES


TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Legislative Alerts
DATE: December 19, 2005

No Legislative information has been received from the California Special Districts Association (CSDA) nor the California Library Association since the last Library Board Meeting.



Agenda Item 25

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: December 19, 2005

SUBJECT: Status of Placentia Library Literacy Services (PLLS) Partnerships with the Community.

Provided below is a list of active PLLS partnerships/coalitions in the community. Those with an asterisk (*) are pending and have not yet begun.

- ◆ Placentia Rotary Reading Enrichment Program (PRREP) meetings began in October at El Dorado and Valencia High Schools. Thus far, we had over 150 high school volunteers sign-up for PRREP and attend PRREP meetings.
- ◆ We partner with Even Start at Ruby Drive Elementary School, where we offer Spanish literacy classes on Friday mornings during the school year.
- ◆ Federal Work Study (FWS) is a partnership among Western State University College of Law, Cal State Fullerton and the Library where qualified FWS students work part-time at the Library and off-site, primarily tutoring children. Cal State Fullerton and PLLS have two additional partnerships: 1. the Intern Program, and 2. Service Learning.
- ◆ Fullerton College has a Service Learning partnership where several instructors require 10-20 hours of community service. PLLS is a participating agency.
- ◆ *EVEN START* collaboration with Ruby Drive Elementary School began in FY 2004-05 and has continued this FY.
- ◆ PLLS is listed as a participating agency for interns with Valencia High School's Val Tech and International Baccalaureate (IB) programs. We have three IB interns so far this school year.
- ◆ In June, the California State Library awarded the PLLS an LSTA Grant to partner with H.I.S. House to start an after school homework program for children there. That project began on Tuesday, September 20, and we now tutor eight to twelve students Monday, Tuesday, and Thursday from 6:30-8:00 PM.
- ◆ On Monday, September 19, PLLS began a homework club at Topaz Elementary School for 7th grade students who attend Tuffree Middle School and are graduates of Topaz. Held Mon-Wed from 4-6 PM, we are averaging 18 students each day.

Please note Attachment.

TO: Elizabeth D. Minter, Library Director

FROM: Jim Roberts, Public Services Manager *JR*

DATE: December 19, 2005

SUBJECT: Grant Status

Source	Submitted	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room	Other
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Grants Pending

*Estimated

Machoskie & Ass.**

TOTAL PENDING \$10,000 \$10,000 \$37,236

Source	Amount	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room	Other
Grants Received											
Wells Fargo	\$1,000		06/05/05 PLLS					X			
PacificCareFoundation	\$10,000		06/05/05 M & A Ass.**		X						
LSTA 6-0M	\$48,634		03/25/05 PLLS								X
CLLS	\$30,000		6/26/2005 PLLS		X		X				
CLLS Matching	\$21,732		6/26/2005 PLLS				X				
TOTAL	\$101,366										


Source	Amount	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room	Other
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Grants Denied/Withdrawn



TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator

Handwritten initials, possibly 'JR', in black ink.

DATE : December 19, 2005

SUBJECT: Poet Laureate.

Meredith Laskow, Poet Laureate of the Placentia Library District, met once with the Program Committee since the last Library Board Meeting.

We plan to sponsor poetry workshops again this spring.

